

Onondaga County Public Library

Annual Report for Library Systems - 2019 (Public Library Systems 2019)

1. General System Information

System/Director Information

Please note: Bibliostat CollectConnect is now compatible with major browsers including Google Chrome, Mozilla Firefox, Safari and Internet

Please be advised Bibliostat CollectConnect is now using a new interface. If you have accessed or if you believe you may have accessed the Bibliostat CollectConnect, please click the new link [here](#) and you will be taken to the new interface. Please be sure you exit and close the old CollectConnect before you begin your survey.

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

To avoid loss of data, only one person at a time should be logged into a member library report. Multiple people logged into the same report will result in data to be lost.

Libraries should not have reports from two different years open at the same time.

1.1	SEDCODE	421800700017
1.2	Institution ID	800000040696
1.3	System Name	Onondaga County Public Library
1.4	Beginning Reporting Year	01/01/2019
1.5	Ending Reporting Year	12/31/2019
1.6	Street Address	The Galleries of Syracuse, 447 S. Salina St
1.7	City	Syracuse
1.8	Zip Code	13202
1.9	Four-Digit Zip Code Extension (enter N/A if unknown)	2494
1.10	Mailing Address	The Galleries of Syracuse, 447 S. Salina St
1.11	City	Syracuse
1.12	Zip Code	13202
1.13	Four-Digit Zip Code Extension (enter N/A if unknown)	2494
1.14	Library System Telephone Number (enter 10 digits only and hit the Tab key)	(315) 435-1900
1.15	Fax Number (enter 10 digits only)	(315) 435-8533
1.16	System Home Page URL	www.onlib.org
1.17	URL of the system's complete	

	Plan of Service	https://www.onlib.org/sites/default/files/Plan-of-Service-System.PDF
1.18	Population Chartered to Serve (2010 Census)	467,026
1.19	Area Chartered to Serve (square miles)	778
1.20	Federal Employer Identification Number	156000461
1.21	County	Onondaga
1.22	County (Counties) Served	Onondaga
1.23	School District	Syracuse City School District
1.24	First Name of System Director	Christian
1.25	Last Name of System Director	Zabriskie
1.26	NYS Public Librarian Certification Number of the Director of Public Library System, and Reference and Research Library Resources System.	25044
1.31	Telephone Number of the System Director, including area code and extension (enter digits only, field will automatically format with extension)	(315) 435-7777
1.32	E-Mail Address of the System Director	director@onlib.org
1.33	Fax Number of the System Director (enter 10 digits only and hit the Tab key)	(315) 435-8533
1.34	Name of Outreach Coordinator	Mark Allnatt
1.47	Is the library system a member of the New York State and Local Retirement System?	Y
1.48	Does the reporting system have a contractual agreement with a municipality or district to provide library services to residents of an area not served by a chartered library? Enter Y for Yes, N for No. If yes, please complete one repeating group for each contract. If no, enter N/A on questions 1 through 5 of one repeating group.	N

Contracts/Unusual Circumstances

- 1. Name of Contracting Municipality or District N/A
- 2. Is this a written contract? (Enter Y for Yes, N for No) N/A
- 3. Population of the geographic area served by this contract N/A
- 4. Dollar amount of contract N/A
- 5. Indicate "Full" or "Partial" range of services provided by this contract (Select one) N/A

1.49 For the reporting year, has the system experienced any unusual circumstance(s) that affected the statistics and/or information reported (e.g. natural disaster, fire, closed for renovations, massive weeding of collection, etc.)? Indicate Y for Yes, N for No. If Yes, please annotate using the State note. Y

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

2. Personnel Information

2.1 FTE (Full-Time Equivalent Calculation)
The number of hours per work 35 week used to compute FTE for all budgeted positions.

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 1 Position FTE
- 2.5 Public Library System Director per CR 90.3(f) - Vacant Position FTE 0
- 2.10 Librarians - Filled Position(s) FTE 33

2.11	Librarians - Vacant Position(s) FTE	8
2.12	Outreach Coordinator (certified) per CR 90.3 (1)(2) (iii) - Filled Position FTE	1
2.13	Outreach Coordinator (certified) per CR 90.3 (1)(2) (iii) - Vacant Position FTE	0
2.14	Total Certified Librarians - Filled Position(s) FTE (total questions 2.4 + 2.10 + 2.12)	35.00
2.15	Total Certified Librarians - Vacant Position(s) FTE (total questions 2.5 + 2.11 + 2.13)	8.00
2.16	Total Other Professional Staff - Filled Position(s) FTE	7
2.17	Total Other Professional Staff - Vacant Position(s) FTE	6
2.18	Total Other Staff - Filled Position(s) FTE	69
2.19	Total Other Staff - Vacant Position(s) FTE	33
2.20	Total Paid Staff - Filled Position(s) FTE (total questions 2.14 + 2.16 + 2.18)	111.00
2.21	Total Paid Staff - Vacant Position(s) FTE (total questions 2.15 + 2.17 + 2.19)	47.00
SALARY INFORMATION		
2.22	Entry-Level Librarian (certified) FTE	1
2.23	Entry-Level Librarian (certified) Current Annual Salary	\$50,454
2.24	System Director FTE	1
2.25	System Director Current Annual Salary	\$108,673

3. System Membership, Outlets and Governance

PUBLIC SERVICE OUTLETS

3.9	Number of member libraries. Do not include branches.	19
3.15	Main Library/System	

	Headquarters	1
3.16	Indicate the year the system building was initially constructed	1988
3.17	Indicate the year the system building underwent a major renovation costing \$25,000 or more	2016
3.18	Square footage of the system building	115,458
3.19	Branches of the Library System	10
3.20	Bookmobiles	0
3.21	Reading Centers	0
3.22	Other Outlets	0
3.23	Total Public Service Outlets (total questions 3.15 through 3.19)	11
3.24	Name of Central Library/Co-Central Libraries	Onondaga County Public Library

BOARD/COUNCIL MEETINGS

3.25	Total number of public library system/3Rs board meetings or school library system council meetings held during reporting year	11
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.	11
3.27	Term length for system board/council members. Please add a note if this has changed from the previous year report.	5 years

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

Public Library Systems - enter information for the period January 1, 2020, through December 31, 2020.

President/Council Chair

3.29	Status	Filled
3.30	First Name	Jill
3.31	Last Name	Hurst-Wahl
3.32	Institutional Affiliation	Syracuse University
3.33	Professional Title	Associate Professor
3.34	Mailing Address	208 Hinds Hall
3.35	City	Syracuse
3.36	Zip Code (enter five digits only)	13244
3.37	Telephone for the Board President (enter 10 digits only N/A and hit the Tab key)	
3.38	E-mail Address	jahurst@syr.edu
3.39	Term Begins - Month	January
3.40	Term Begins - Year (yyyy)	2018
3.41	Term Expires - Month or N/A	December
3.42	Term Expires - Year (YYYY or N/A)	2022
3.43	Is this trustee serving a full term? If No, add a State Note if this trustee's term is not a full term (for example, this trustee was appointed to complete the remainder of a term of a trustee who resigned their position).	Yes
3.44	The date the board president took the Oath of Office (mm/dd/yyyy)	1/15/18
3.45	The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy)	1/16/18
3.46	Is this a brand new trustee?	N

Board/Council Member - complete one record for each Board/Council Member. For each vacant position, select "Vacant" in question 1, and questions 2-16 of the repeating group. You may 1) enter the data for the Board/Council Members directly into the survey as usual or 2) send 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 in spreadsheet form available in the survey by clicking [here](#). Complete this form and email it to bibliostat@btol.com. The number of Council members must be 5 to 11 (no less than five and no more than 11).

1.	Status	Filled
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2. First Name Edward
3. Last Name Kochian
4. Institutional Affiliation NA
5. Professional Title NA
6. Mailing Address 2005 Pine Bluff
7. City Skaneateles
8. Zip Code (enter five digits only) 13152
9. Term Begins - Month January
10. Term Begins - Year (yyyy) 2017
11. Term Expires - Month or N/A December
12. Term Expires - Year (YYYY) or N/A 2021
13. Is this trustee serving a full term? If No, add a State Note (for example, this trustee was appointed to complete the remainder of a term of a trustee who resigned their position). Yes
14. The date the trustee took the Oath of Office (mm/dd/yyyy) 01/18/2017
15. The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy) 01/19/2017
16. Is this a brand new trustee? N

1. Status Filled
2. First Name Timothy
3. Last Name Dodge
4. Institutional Affiliation NA
5. Professional Title NA
6. Mailing Address 4310 Lazybrook Circle
7. City Liverpool
8. Zip Code (enter five digits only) 13088

- 9. Term Begins - Month January
- 10. Term Begins - Year (yyyy) 2016
- 11. Term Expires - Month or N/A December
- 12. Term Expires - Year (YYYY) or N/A 2020
- 13. Is this trustee serving a full term? If No, add a State Note (for example, this trustee was appointed to complete the remainder of a term of a trustee who resigned their position). Yes
- 14. The date the trustee took the Oath of Office (mm/dd/yyyy) 01/20/2016
- 15. The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy) 01/21/2016

- 16. Is this a brand new trustee? N
- 1. Status Filled
- 2. First Name Babette
- 3. Last Name Morgan-Baker
- 4. Institutional Affiliation NA
- 5. Professional Title NA
- 6. Mailing Address 460 Kirk Ave
- 7. City Syracuse
- 8. Zip Code (enter five digits only) 13205
- 9. Term Begins - Month January
- 10. Term Begins - Year (yyyy) 2018
- 11. Term Expires - Month or N/A December
- 12. Term Expires - Year (YYYY) or N/A 2022
- 13. Is this trustee serving a full term? If No, add a State Note (for example, this trustee was appointed to complete the remainder of a term of a trustee who resigned their position). Yes

14. The date the trustee took the Oath of Office (mm/dd/yyyy) 01/15/2018

15. The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy) 01/16/2018

16. Is this a brand new trustee? N

1. Status Vacant

2. First Name N/A

3. Last Name N/A

4. Institutional Affiliation N/A

5. Professional Title N/A

6. Mailing Address N/A

7. City N/A

8. Zip Code (enter five digits only) N/A

9. Term Begins - Month N/A

10. Term Begins - Year (yyyy) N/A

11. Term Expires - Month or N/A N/A

12. Term Expires - Year (YYYY) or N/A N/A

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

14. The date the trustee took the Oath of Office (mm/dd/yyyy) N/A

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

16. Is this a brand new trustee?

1. Status Vacant

2. First Name N/A

3. Last Name N/A

- | | | |
|-----|--|---------------------|
| 4. | Institutional Affiliation | N/A |
| 5. | Professional Title | N/A |
| 6. | Mailing Address | N/A |
| 7. | City | N/A |
| 8. | Zip Code (enter five digits only) | N/A |
| 9. | Term Begins - Month | N/A |
| 10. | Term Begins - Year (yyyy) | N/A |
| 11. | Term Expires - Month or N/A | N/A |
| 12. | Term Expires - Year (YYYY) or N/A | N/A |
| 13. | Is this trustee serving a full term? If No, add a State Note (for example, this trustee was appointed to complete the remainder of a term of a trustee who resigned their position). | N/A |
| 14. | The date the trustee took the Oath of Office (mm/dd/yyyy) | N/A |
| 15. | The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy) | N/A |
| 16. | Is this a brand new trustee? | |
| 1. | Status | Filled |
| 2. | First Name | Richard |
| 3. | Last Name | Engel |
| 4. | Institutional Affiliation | Mackenzie Hughes |
| 5. | Professional Title | Attorney |
| 6. | Mailing Address | 101 S Salina Street |
| 7. | City | Syracuse |
| 8. | Zip Code (enter five digits only) | 13202 |
| 9. | Term Begins - Month | January |
| 10. | Term Begins - Year (yyyy) | 2016 |

11. Term Expires - Month or N/A December
12. Term Expires - Year (YYYY) or N/A 2020
13. Is this trustee serving a full term? If No, add a State Note (for example, this trustee was appointed to complete the remainder of a term of a trustee who resigned their position). Yes
14. The date the trustee took the Oath of Office (mm/dd/yyyy) 01/16/2016
15. The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy) 01/17/2016
16. Is this a brand new trustee? N
1. Status Filled
2. First Name Robert
3. Last Name Manning
4. Institutional Affiliation NA
5. Professional Title NA
6. Mailing Address 3138 Hidden Lake Drive
7. City Baldwinsville
8. Zip Code (enter five digits only) 13027
9. Term Begins - Month January
10. Term Begins - Year (yyyy) 2017
11. Term Expires - Month or N/A December
12. Term Expires - Year (YYYY) or N/A 2021
13. Is this trustee serving a full term? If No, add a State Note (for example, this trustee was appointed to complete the remainder of a term of a trustee who resigned their position). Yes
14. The date the trustee took the Oath of Office (mm/dd/yyyy) 01/18/2017

15. The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy) 01/19/2017

16. Is this a brand new trustee? N

1. Status Filled

2. First Name Cristina

3. Last Name Ondrako

4. Institutional Affiliation Grossman St Amour CPA

5. Professional Title CPA

6. Mailing Address 110 W Fayette St

7. City Syracuse

8. Zip Code (enter five digits only) 13202

9. Term Begins - Month January

10. Term Begins - Year (yyyy) 2020

11. Term Expires - Month or N/A December

12. Term Expires - Year (YYYY) or N/A 2024

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

14. The date the trustee took the Oath of Office (mm/dd/yyyy) 01/15/2015

15. The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy) 01/16/2015

16. Is this a brand new trustee? N

1. Status Filled

2. First Name Sam

3. Last Name Edelstein

4. Institutional Affiliation City of Syracuse-Mayor's Office

- | | | |
|-----|--|------------------------------------|
| 5. | Professional Title | Chief Data Officer |
| 6. | Mailing Address | 203 City Hall 233 E. Washington St |
| 7. | City | Syracuse |
| 8. | Zip Code (enter five digits only) | 13202 |
| 9. | Term Begins - Month | January |
| 10. | Term Begins - Year (yyyy) | 2019 |
| 11. | Term Expires - Month or N/A | December |
| 12. | Term Expires - Year (YYYY) or N/A | 2023 |
| 13. | Is this trustee serving a full term? If No, add a State Note (for example, this trustee was appointed to complete the remainder of a term of a trustee who resigned their position). | Yes |
| 14. | The date the trustee took the Oath of Office (mm/dd/yyyy) | 01/16/2019 |
| 15. | The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy) | 01/17/2019 |
| 16. | Is this a brand new trustee? | Y |
-
- | | | |
|-----|-----------------------------------|---------------------------|
| 1. | Status | Filled |
| 2. | First Name | Marilyn |
| 3. | Last Name | Tucci |
| 4. | Institutional Affiliation | NA |
| 5. | Professional Title | NA |
| 6. | Mailing Address | 7272 Henry Clay Blvd #206 |
| 7. | City | Liverpool |
| 8. | Zip Code (enter five digits only) | 13088 |
| 9. | Term Begins - Month | January |
| 10. | Term Begins - Year (yyyy) | 2020 |
| 11. | Term Expires - Month or N/A | December |

12. Term Expires - Year (YYYY) or N/A 2024
13. Is this trustee serving a full term? If No, add a State Note (for example, this trustee was appointed to complete the remainder of a term of a trustee who resigned their position). Yes
14. The date the trustee took the Oath of Office (mm/dd/yyyy) 01/15/2015
15. The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy) 01/16/2015
16. Is this a brand new trustee? N

COORDINATED OUTREACH COUNCIL

- 3.47 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, 2020, through December 31, 2020. 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 Coordinated Outreach Council Members directly into the survey as usual or 2) send Baker and Taylor the data for this section to be uploaded to CollectConnect. If you choose to send your data for uploading, you must enter the data into the spreadsheet form available in the survey by [here](#). Complete this form and email it to bibliostat@btol.com. The number of council members must be 5 to 11 (no less than five and no more than 11).

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

- | | | |
|----|---------------------------|--------------------------------|
| 1. | Status | Filled |
| 2. | First Name | Mark |
| 3. | Last Name | Allnatt |
| 4. | Institutional Affiliation | Onondaga County Public Library |
| 5. | Professional Title | Outreach Coordinator |
-
- | | | |
|----|---------------------------|--------------------|
| 1. | Status | Filled |
| 2. | First Name | Anne |
| 3. | Last Name | Costa |
| 4. | Institutional Affiliation | Aurora of CNY |
| 5. | Professional Title | Assistant Director |
-
- | | | |
|----|------------|---------|
| 1. | Status | Filled |
| 2. | First Name | Glenn |
| 3. | Last Name | Stewart |

4.	Institutional Affiliation	NYS Commission for the Blind
5.	Professional Title	Syracuse Regional Office
1.	Status	Filled
2.	First Name	Adria
3.	Last Name	Ripka
4.	Institutional Affiliation	CNY Works
5.	Professional Title	Career Consultant
1.	Status	Filled
2.	First Name	Harriet
3.	Last Name	Lawson-Eiland
4.	Institutional Affiliation	JOBSplus!
5.	Professional Title	Assistant to the Director
1.	Status	Filled
2.	First Name	Jennyfer
3.	Last Name	Jones
4.	Institutional Affiliation	Huntington Family Center
5.	Professional Title	Senior Center Coordinator
1.	Status	Filled
2.	First Name	John
3.	Last Name	Rittell
4.	Institutional Affiliation	Fairmount Library
5.	Professional Title	Director
1.	Status	Filled
2.	First Name	Lawrence
3.	Last Name	Matthews
4.	Institutional Affiliation	Onondaga County Dept. of Adult and Long Term Care
5.	Professional Title	Senior Employment, HEAP and Transportation Coordinator

- | | | |
|----|---------------------------|--------------------------------------|
| 1. | Status | Filled |
| 2. | First Name | Amy |
| 3. | Last Name | Thorna |
| 4. | Institutional Affiliation | Onondaga County Public Library |
| 5. | Professional Title | Literacy Coordinator |
| 1. | Status | Filled |
| 2. | First Name | Richard |
| 3. | Last Name | Purcell |
| 4. | Institutional Affiliation | Syracuse Vet Center |
| 5. | Professional Title | Veterans Program Outreach Specialist |
| 1. | Status | Filled |
| 2. | First Name | Tim |
| 3. | Last Name | La Goy |
| 4. | Institutional Affiliation | Easterseals NY |
| 5. | Professional Title | Veteran Outreach Specialist |

4. Public Library System Transactions and Collections

Borrowers/Visits/Circulation/Holdings

- | | | |
|-----|---------------------------------------|---------|
| 4.1 | Number of registered system borrowers | 99,721 |
| 4.2 | System Visits | 773,664 |

CIRCULATION

- | | | |
|-----|--|---------|
| 4.3 | Total Cataloged Book Circulation | 273,973 |
| 4.4 | Total Circulation of Other Materials | 346,158 |
| 4.5 | Physical Item Circulation
(Total questions 4.3 & 4.4) | 620,131 |
| 4.6 | Use of Electronic Material | 101,159 |
| 4.7 | Successful Retrieval of Electronic Information | 291,249 |

4.8	Electronic Content Use (Total Questions 4.6 & 4.7)	392,408
4.9	Total Circulation of Materials (Total Questions 4.5 & 4.6)	721,290
4.10	Total Collection Use (Total Questions 4.7 & 4.9)	1,012,539

GENERAL SYSTEM HOLDINGS

4.11	Total Cataloged Book Holdings	349,971
4.12	Uncataloged Book Holdings	700
4.13	Total Print Serial Holdings	8,235
4.14	All Other Print Materials Holdings	14,474
4.15	Total Print Materials (Total questions 4.11, 4.12, 4.13 and 4.14)	373,380
4.16	Electronic Books	52,017
4.17	Local Electronic Collections	5
4.18	Total Number of NOVELNY Databases	16
4.19	Total Electronic Collections (Total questions 4.16 + 4.17)	52,022
4.20	Audio - Downloadable Units	28,696
4.21	Video - Downloadable Units	4,732
4.22	Other Electronic Materials (Include items that are not included in the above categories, such as e-serials; electronic files; collections of digital photographs; and electronic government documents, reference tools, scores and maps.)	96
4.23	Total Electronic Materials (Total questions 4.18, 4.19, 4.20, 4.21 and 4.22)	85,562

Holdings Continued

Non-Electronic Materials		
4.24	Audio - Physical Units	24,892
4.25	Video - Physical Units	41,328

4.26	Other Non-Electronic Materials	1,292
4.27	Total Other Materials Holdings (Total questions 4.24 through 4.26)	67,512
4.28	Grand Total Holdings (Total questions 4.15, 4.23 and 4.27)	526,454

ROTATING COLLECTIONS/BOOK LOANS

4.29	Does the system have rotating collections/bulk loans? (Enter Y for Yes, N for No)	Y
4.30	Number of collections	18
4.31	Average number of items per collection	600

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

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

5.3	Identify ILS system vendor	Innovative
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- 5.4 How many member libraries fully participate in the ILS? 19
- 5.5 % of member libraries participating (calculated field) 100.00%
- 5.6 How many member libraries participate in some ILS modules? 0
- 5.7 Indicate features of the system's ILS (check all that apply):
- a. ILS shared with other library systems No
- b. ILS software permits patron-initiated ILL Yes
- c. ILL feature implemented and used No
- 5.8 Number of titles in the ILS bibliographic database 760,422
- 5.9 Number of new titles added by the system in the reporting year 67,897
- 5.10 Number of Central Library Aid titles added in the reporting year 24
- 5.11 Number of new titles added by the members in the reporting year 2,686
- 5.12 Total new titles (total questions 5.9 through 5.11) 70,607

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 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? 32
- 5.15 Is the system's union catalog shared with any other library N

system(s)? (Enter Y for Yes,
N for No)

- 5.16 Number of titles in the system's union catalog 760,422
- 5.17 Number of holdings in the system's union catalog 2,411,141
- 5.18 Number of new titles added in the last year 70,575
- 5.19 Number of holdings added in the last year 256,342

5.20 If the union catalog is online (virtual catalog) Indicate the features of the system's virtual catalog (check all that apply):

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

UNION LIST OF SERIALS

- 5.21 Does the system have a union list of serials? (Enter Y for Yes, N for No. If No, enter zero (0) on question 5.22.) Y
- 5.22 How many libraries participate in (or submit records for) the union list of serials? 32

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

Website/Interlibrary Loan/Delivery/Continuing Education

VISITS TO THE SYSTEM'S WEB SITE

- 5.24 Annual number of visits to the system's web site 764,017

SYSTEM INTERLIBRARY LOAN ACTIVITY

- 5.25 Total items provided (loaned) 220,981
- 5.26 Total items received (borrowed) 187,367
- 5.27 Total requests provided (loaned) unfilled 4,367
- 5.28 Total requests received

(borrowed) unfilled 60

5.29 Total interlibrary loan activity
(total questions 5.25 through 412,775
5.28)

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 for these questions for any further requirements.

- a. System courier (on the System's payroll) Yes
- b. Other system's courier No
- d. Contracted service (paid by System - not on payroll) No
- e. U.S. Mail Yes
- f. Commercial carrier (e.g., UPS, DHL, etc.) Yes
- g. Other (specify using the State note) Yes

5.31 Number of stops (pick-up and delivery sites per week) 165

CONTINUING EDUCATION/STAFF DEVELOPMENT Workshops/Meetings/Training Sessions

Resource sharing (ILL, collection development, etc.)

5.32 Number of sessions 5

5.33 Number of participants 88

Continuing Education Cont.

Technology

5.34 Number of sessions 7

5.35 Number of participants 57

Digitization

5.36 Number of sessions 0

5.37 Number of participants 0

Leadership

5.38 Number of sessions 1

5.39 Number of participants 44

Management & Supervisory

5.40	Number of sessions	1
5.41	Number of participants	31

Planning and Evaluation

5.42	Number of sessions	4
5.43	Number of participants	40

Awareness and Advocacy

5.44	Number of sessions	27
5.45	Number of participants	281

Trustee/Council Training

5.46	Number of sessions	4
5.47	Number of participants	24

Special Client Populations

5.48	Number of sessions	17
5.49	Number of participants	62

Children's Services/Birth to Kindergarten

5.50	Number of sessions	2
5.51	Number of participants	16

Children's Services/Elementary Grade Levels

5.52	Number of sessions	8
5.53	Number of participants	134

Young Adult Services/Middle and High School Grade Levels

5.54	Number of sessions	6
5.55	Number of participants	33

General Adult Services

5.56	Number of sessions	9
5.57	Number of participants	110

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

1.	Topic	N/A
2.	Number of sessions	N/A

3. Number of participants N/A

5.59 **Grand Total Sessions** (total questions 5.32, 5.34, 5.36, 5.38, 5.40, 5.42, 5.44, 5.46, 5.48, 5.50, 5.52, 5.54, 5.56 and total of question #2 of Repeating Group #5) 91

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) 920

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

Coordinated Services/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 for these questions for any further requirements.

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

State note)

j. N/A No

CONSULTING AND TECHNICAL ASSISTANCE SERVICES

5.63	Number of contacts - Consulting with member libraries and/or branches on grants, and state and federal funding	122
5.64	Number of contacts - Consulting with member libraries and/or branches on funding and governance	147
5.65	Number of contacts - Consulting with member libraries and/or branches on charter and registration work	12
5.66	Number of contacts - Consulting with member libraries and/or branches on automation and technology	26,485
5.67	Number of contacts - Consulting with member libraries and/or branches on youth services	412
5.68	Number of contacts - Consulting with member libraries and/or branches on adult services	758
5.69	Number of contacts - Consulting with member libraries and/or branches on physical plant needs	78
5.70	Number of contacts - Consulting with member libraries and/or branches on personnel and management issues	96
5.71	Number of contacts - Consulting with state and county correctional facilities	48
5.72	Number of contacts - Providing information to local, county, and state legislators and their staffs	41
5.73	Number of contacts - Providing system and member library information to the media	85
5.74	Number of contacts - Providing website development and	217

maintenance for member libraries

5.75 Does the system provide other Consulting and Technical Assistance Services not listed above? Enter Y for Yes, N for No. If Yes, complete one record for each topic. If No, enter N/A for questions 1 and 2 of one repeating group.

1. Topic N/A

2. Number of contacts (all types) N/A

5.76 **Total other contacts** (total of question #2 of Repeating Group #6) 0

5.77 **Total number of contacts** (total of questions 5.63 through 5.74 and 5.76) 28,501

REFERENCE SERVICES

5.78 Total Reference Transactions 96,932

Special Clients/Fees

SERVICES TO SPECIAL CLIENTS (Direct and Contractual)

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

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

- 5.80 Number of BOOKS BY MAIL loans 92
- 5.81 Number of member libraries with Job/Education Information Centers or collections 32
- 5.82 Number of State Correctional Facilities libraries served 0
- 5.83 Number of County Jails libraries served 1
- 5.84 Number of institutions served other than jails or correctional facilities 2
- 5.85 Does the system provide other special client services not listed above? If yes, complete one record for each service provided. If no, enter N/A in questions 1 and 2 of one repeating group. N
1. Service provided N/A
2. Number of facilities/institutions served N/A
- 5.86 Does the system charge fees for any program or service? Enter Y for Yes; N for No. If yes, briefly describe using the text box below; if no, enter N/A in Question 5.87. Y
- 5.87 Description of fees Sharing costs for delivery, ILL and automation

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
1. County Name Onondaga County
2. Amount \$3,963,523
3. Subject to Public Vote (Enter Y for Yes, N for No, or N/A) N/A

4.	Written Contract (Enter Y for Yes, N for No, or N/A)	Y
6.2	Total County Funding	\$3,963,523
6.3	All Other Local Public Funds	\$7,123,673
6.4	Total Local Public Funds (total questions 6.2 and 6.3)	\$11,087,196

STATE AID RECEIPTS - arranged in alphabetical order

6.5	Adult Literacy Library Services Grants	\$8,513
6.6	Central Library Development Aid	\$141,956
6.7	Central Book Aid	\$67,633
6.8	Conservation/Preservation Grants	\$0
6.9	Construction for Public Libraries Aid	\$69,771
6.10	Coordinated Outreach Services Aid	\$98,344
6.11	Correctional Facilities Library Aid	\$0
6.12	County Jails Library Aid	\$6,783
6.14	Family Literacy Grants	\$13,243
6.18	Local Library Services Aid - Kept at System	\$0
6.19	Local Library Services Aid - Distributed to Members	\$177,992
6.20	Total LLSA (total questions 6.18 and 6.19)	\$177,992
6.21	Local Services Support Aid	\$129,336
6.22	Local Consolidated Systems Aid	\$0
6.26	Public Library System Basic Aid	\$848,298
6.27	Public Library System Supplementary Operational Aid	\$129,357

State Aid

- 6.36 Special Legislative Grants and Member Items \$97,000
- 6.37 The New York Public Library - The Research Libraries \$0
- 6.38 The New York Public Library, Andrew Heiskell Library for the Blind and Physically Handicapped Aid \$0
- 6.39 The New York Public Library, City University of New York \$0
- 6.40 The New York Public Library, Schomburg Center for Research in Black Culture Library Aid \$0
- 6.41 The New York Public Library, Science, Industry and Business Library \$0
- 6.42 Does the system receive state funding from other sources? Enter Y for Yes, N for No. (Report Special Legislative Grants and Member Items on Q 6.36). N

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

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

- 6.43 **Total Other State Aid (total question #2 of Repeating Group #9 above)** \$0
- 6.44 **Total State Aid Receipts** (total questions 6.5 through 6.14, questions 6.20 through 6.22, questions 6.26 through 6.27, questions 6.36 through 6.41, and question 6.43) \$1,788,226

FEDERAL AID

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

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

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

Federal Aid/Contracts

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

CONTRACTS WITH LIBRARIES, 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 |
|------|--|---|

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

- | | | |
|----|-----------------------|------------------|
| 1. | Contracting Agency | Member Libraries |
| 2. | Contracted Service | System Services |
| 3. | Total Contract Amount | \$372,758 |

- | | | |
|------|--|-----------|
| 6.50 | Total Contracts (total question #3 of Repeating Group #11 above) | \$372,758 |
|------|--|-----------|

MISCELLANEOUS RECEIPTS

- | | | |
|------|---|-----|
| 6.51 | Gifts, Endowments, Fundraising, Foundations (include Gates Grants here; specify project number(s) and dollar amount using the state note) | \$0 |
| 6.53 | Income from Investments | \$0 |

Miscellaneous

- | | | |
|--------------------------------|---|---------|
| Proceeds from Sale of Property | | |
| 6.54 | Real Property | \$0 |
| 6.55 | Equipment | \$5,399 |
| 6.56 | Does the system have other miscellaneous receipts in categories not listed in questions 6.51 through 6.55? Enter Y for Yes, N for No. | Y |

Complete one record for each income category. If the system does not have other miscellaneous receipts, enter N/A on questions 1 and 2 c repeating group.

- | | | |
|----|------------------|-----------------|
| 1. | Receipt category | Library Charges |
|----|------------------|-----------------|

2.	Amount	\$48,844
1.	Receipt category	Erate
2.	Amount	\$94,008
1.	Receipt category	Upstate Lease
2.	Amount	\$746,778
1.	Receipt category	Sales of Property
2.	Amount	\$11,227
1.	Receipt category	Commissions
2.	Amount	\$3,628

6.57 **Total Other Miscellaneous Receipts** (total question #2 of Repeating Group #12 above) \$904,485

6.58 **Total Miscellaneous Receipts** (total questions 6.51 through 6.55 and question 6.57) \$909,884

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) \$14,158,064

6.60 **BUDGET LOANS** \$0

Transfers/Grand Total

TRANSFERS

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

6.62 Transfers from Other Funds \$0

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

6.64 CASH BALANCE - Beginning

of Current Fiscal Reporting
Year:
Public Library Systems -
January 1, 2019. (Same as \$1,022,000
closing cash balance at the
end of previous fiscal
reporting year: Public Library
Systems - December 31,
2018.)

6.67 GRAND TOTAL RECEIPTS,
BUDGET LOANS,
TRANSFERS, AND
BALANCE/ROLLOVER \$15,180,064
(Public Library Systems - total
questions 6.59, 6.60, 6.63 and
6.64 - must agree with
question 7.83)

7. Operating Fund Disbursements

Staff/Collection/Grants/Capital

STAFF EXPENDITURES

Salaries

7.1	System Director and Librarians	\$3,506,771
7.2	Other Staff	\$1,358,889
7.3	Total Salary and Wages Expenditures (total questions 7.1 and 7.2)	\$4,865,660
7.4	Employee Benefits Expenditures	\$2,594,729
7.5	Total Staff Expenditures (total questions 7.3 and 7.4)	\$7,460,389

COLLECTION EXPENDITURES

7.6	Print Materials Expenditures	\$342,435
7.7	Electronic Materials Expenditures	\$214,022
7.8	Other Materials Expenditures	\$299,630
7.9	Total Collection Expenditures (total questions 7.6 through 7.8)	\$856,087

GRANTS TO MEMBER LIBRARIES

Cash Grants Paid From

7.10	Local Library Services Aid (LLSA)	\$177,992
7.11	Central Library Aid (CLDA/CBA)	\$209,589
7.15	Other State Aid/Grants (e.g.,	

	Construction, Special Legislative or Member Grants)	\$0
7.16	Federal Aid	\$0
7.17	Other cash grants paid from system funds	\$0
7.18	Total Cash Grants (total questions 7.10 through 7.17)	\$387,581
7.19	Book/Library Materials Grants	\$0
7.20	Other Non-Cash Grants	\$0
7.21	Total Grants to Member Libraries (total questions 7.18 through 7.20)	\$387,581

CAPITAL EXPENDITURES FROM OPERATING FUNDS

7.22	Bookmobile	\$0
7.23	Other Vehicles	\$0
7.24	Computer Equipment	\$31,814
7.25	Furniture/Furnishings	\$0
7.26	Other Capital Expenditures	\$0
7.27	Total Capital Expenditures from Operating Fund (total questions 7.22 through 7.26)	\$31,814

Capital Cont./Operation and Maintenance/Miscellaneous

TOTAL CAPITAL EXPENDITURES BY SOURCE OF FUNDS

7.28	From Local Public Funds (71PF)	\$31,814
7.29	From Other Funds (71OF)	\$0
7.30	Total Capital Expenditures by Source (total questions 7.28 and 7.29; same as question 7.27)	\$31,814

OPERATION AND MAINTENANCE OF BUILDINGS

Repairs To Buildings and Building Equipment by Source of Funds

7.31	From Local Public Funds (72PF)	\$100,011
7.32	From Other Funds (72OF)	\$0
7.33	Total Repairs to Buildings and Building Equipment	\$100,011

(total questions 7.31 and 7.32)

7.34 Other Building & Maintenance Expenses \$649,407

7.35 **Total Operation and Maintenance of Buildings** (total questions 7.33 and 7.34) \$749,418

MISCELLANEOUS EXPENSES

7.36 Total Operation & Maintenance of Bookmobiles and Other Vehicles \$17,206

7.37 Office and Library Supplies \$86,073

7.38 Equipment \$5,021

7.39 Telecommunications \$259,773

7.40 Binding Expenses \$0

7.41 Postage and Freight \$19,874

7.42 Publicity and Printing \$0

7.43 Travel \$12,717

7.44 Fees for Consultants and Professionals - Please include a State Note with the consultants' or vendors' names and a brief description of the service(s) provided. \$485,931

7.45 Membership Dues - Please include a State Note listing Professional Organization Memberships for which dues are being paid. \$5,013

7.46 Does the system have other miscellaneous expenses in categories not listed in questions 7.36 through 7.45? Enter Y for Yes, N for No. Y

Complete one record for each expense category. If the system does not have other miscellaneous expenses, enter N/A on questions 1 and repeating group.

1. Expense category Interdepartm

2. Amount \$1,961,049

Miscellaneous Cont./Contracts/Debt Service

7.47 **Total Other Miscellaneous Expenses** (total question #2 of \$1,961,049

Repeating Group #13)

7.48 **Total Miscellaneous Expenses** (total questions 7.36 through 7.45 and 7.47) \$2,852,657

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

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

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

1. Contracting Agency (specify using the State note) N/A

2. Contracted Service (specify using the State note) N/A

3. Total Contract Amount N/A

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

DEBT SERVICE

Capital Purposes Loans (Principal and Interest)

7.51 From Local Public Funds (73PF) \$325,682

7.52 From Other Funds (73OF) \$0

7.53 **Total Capital Purposes Loans** (total questions 7.51 and 7.52) \$325,682

Transfers

Other Loans

7.54 Other Loans \$0

7.55 **Total Debt Service** (total questions 7.53 and 7.54) \$325,682

7.56 **TOTAL TOTAL DISBURSEMENTS - Total Staff Expenditures, Total Collection Expenditures, Total Grants to Member Libraries, Total Capital Expenditures, Total Operation and Maintenance of Buildings, Total Miscellaneous Expenses, Total Contracts, and Total Debt Service** (total questions 7.5, 7.9, 7.21, 7.27, 7.35, 7.48, 7.50, and 7.55) \$12,663,628

TRANSFERS

Transfers to the Capital Fund

7.57	From Local Public Funds (76PF)	\$75,000
7.58	From Other Funds (76OF)	\$0
7.59	Total Transfers to Capital Fund (total questions 7.57 and 7.58; same as question 8.2)	\$75,000
7.60	Total Transfers to Other Funds	\$0
7.61	Total Transfers (total questions 7.59 and 7.60)	\$75,000
7.62	TOTAL DISBURSEMENTS AND TRANSFERS (total questions 7.56 and 7.61)	\$12,738,628

Cash Balance/Grand Total/Audit/Bank Balance

7.63	CLOSING CASH BALANCE at the End of the Current Fiscal Reporting Year (For Public Library Systems - December 31, 2019)	\$2,441,436
7.83	GRAND TOTAL DISBURSEMENTS, TRANSFERS, & ENDING BALANCE (total questions 7.62 and 7.63)	\$15,180,064

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 individual instructions for these questions for any further requirements.

7.84	Last audit performed (mm/dd/yyyy)	2/21/18
7.85	Time period covered by this audit (mm/dd/yyyy - mm/dd/yyyy)	1/1/17-12/31/17
7.86	Indicate type of audit (select one from drop-down):	County

ACCOUNT INFORMATION

Complete one record for each financial account

1.	Name of bank or financial institution	N/A
----	---------------------------------------	-----

2. Amount of funds on deposit N/A

7.87 **Total Bank Balance** (total question #2 of Repeating Group #15) \$0

7.88 Does the system have a Capital Fund? Enter Y for Yes, N for No. If yes, please complete the Capital Fund Report. If no, stop here. Y

8. Capital Fund Receipts

State Aid and Grants for Capital Projects

8.1 **Total Revenue From Local Sources** \$0

8.2 **Transfer From Operating Fund** (same as question 7.59) \$75,000

STATE AID FOR CAPITAL PROJECTS

8.3 State Aid Received for Construction \$69,771

ALL OTHER AID AND/OR GRANTS FOR CAPITAL PROJECTS

8.4 Does the system receive any other aid and/or grants for capital projects. Enter Y for Yes, N for No. If yes, complete one record for each award. If no, enter N/A on questions 1 and 2 of one repeating group. N

1. Contracting Agency N/A

2. Amount N/A

Totals/Cash Balance

8.5 **Total Aid and/or Grants** (total question #2 of Repeating Group #16 above) \$0

8.6 **TOTAL RECEIPTS - Revenues from Local Sources, Interfund Revenue, State Aid for Capital Projects, and All Other Aid and/or Grants for Capital Projects** (total questions 8.1, 8.2, 8.3, and 8.5) \$144,771

8.7	NONREVENUE RECEIPTS	\$0
8.8	TOTAL RECEIPTS - Total Receipts and Nonrevenue Receipts (total questions 8.6 and 8.7)	\$144,771
8.9	CASH BALANCE - Beginning of Current Fiscal Reporting Year: Public Library Systems - January 1, 2019. (Same as closing cash balance at the end of previous fiscal reporting year: Public Library Systems - December 31, 2018.)	\$1,683,660

Grand Total

8.10	TOTAL RECEIPTS AND CASH BALANCE (total questions 8.8 and 8.9)	\$1,828,431
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9. Capital Fund Disbursements

Project Expenditures/Cash Balance

PROJECT EXPENDITURES

9.1	Total Construction	\$144,771
9.2	Incidental Construction	\$0
9.3	Books and Library Materials	\$0
9.4	Total Other Disbursements	\$0
9.5	Total Project Expenditures (total questions 9.1 through 9.4)	\$144,771
9.6	TRANSFER TO OPERATING FUND (Same as question 6.61)	\$0
9.7	TOTAL NONPROJECT EXPENDITURES	\$0
9.8	TOTAL DISBURSEMENTS - Total Project Expenditures, Transfer to Operating Fund, and Total Nonproject Expenditures (total questions 9.5 through 9.7)	\$144,771
9.9	CLOSING CASH BALANCE IN CAPITAL FUND at the End of the Current Fiscal Year	\$1,683,660

(December 31, 2019, for
Public Library Systems)

Grand Total

9.10 **TOTAL DISBURSEMENTS
AND CASH BALANCE** \$1,828,431
(total questions 9.8 and 9.9)

12. Projected Annual Budget For Library Systems
Public Library Systems Budget for January 1, 2020 - December 31, 2020

PROJECTED OPERATING FUND - RECEIPTS

12.1	Total Operating Fund Receipts (include Local Aid, State Aid, Federal Aid, Contracts and Miscellaneous Receipts)	\$14,621,943
12.2	Budget Loans	\$0
12.3	Total Transfers	\$0
12.4	Cash Balance/Ending Balance in Operating Fund at the end of the previous fiscal year (For Public Library Systems, opening balance on January 1, 2020 must be the same as the December 31, 2019, closing balance reported on Q7.63 of the 2019 annual report)	\$2,441,436
12.5	Grand Total Operating Fund Receipts, Budget Loans, Transfers and Ending Balance (total questions 12.1 through 12.4)	\$17,063,379

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)	\$14,621,943
12.7	Total Transfers	\$0
12.8	Cash Balance/Ending Balance in Operating Fund at the end of the fiscal year (For Public Library Systems, balance as of December 31, 2020)	\$2,441,436

12.9 **Grand Total Operating Fund Disbursements, Transfers and Ending Balance (total questions 12.6 through 12.8)** \$17,063,379

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) \$270,000

12.11 Nonrevenue Receipts \$0

12.12 **Cash Balance in Capital Fund at the end of the previous fiscal year (For Public Library Systems, opening balance on January 1, 2020, must be the same as the December 31, 2019, closing balance reported on Q9.9 of the 2019 annual report)** \$1,683,660

12.13 **Grand Total Capital Fund Receipts and Balance (total questions 12.10 through 12.12)** \$1,953,660

PROJECTED CAPITAL FUND - DISBURSEMENTS

12.14 Capital Fund Disbursements (include Project Expenditures, Transfer to Operating Fund and Nonproject Expenditures) \$270,000

12.15 Cash Balance in Capital Fund at the end of the current fiscal year (For Public Library Systems, December 31, 2020) \$1,683,660

12.16 **Grand Total Capital Fund Disbursement, Transfers, and Balance (Sum of questions 12.14 and 12.15)** \$1,953,660

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 SER 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(5) Commissioners Regulations 90.3 and 90.9 The formula is \$0.31 per capita of a member library's chartered services area with a minimum of \$1,500 per library with formula equity to 1991 LLIA.

Statutory Reference (LSSA):	Education Law § 272, 273(1)(f)(6) Commissioners Regulations 90.3 and 90.10 The formula is \$0.31 per capita for system population living outside the chartered service areas of member libraries plus 2/3 members LLSA.
Statutory Reference (LCSA):	Education Law § 272, 273(1)(f)(7) Commissioners Regulations 90.3 The formula is \$0.31 per capita plus 2/3 of per capita total with formula equity to 1991 LLIA.
Statutory Reference (Supplemental):	Education Law § 273(12)(a) The formula is a base grant of \$39,000 and an amount equal to 10.94% of the amount of Basic Aid provided under Education Law § 273(1)(a, c, d, e, and n).
BECPL Special Aid:	Education Law § 273(1)(l) Annual sum of \$50,000 for a continuity of service project. (Included in Basic Aid Payment)
Brooklyn Special Aid:	Education Law § 273(1)(k) Annual sum of \$350,000 for business library. (Included in Basic Aid Payment)
Nassau Special Aid:	Education Law § 273(1)(m)

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

13.1.1	Total Full-Time Equivalents (FTE)	3
13.1.2	Total Expenditure for Professional Salaries	\$213,724

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

13.1.3	Total Full-Time Equivalents (FTE)	5
13.1.4	Total Expenditure for Other Staff Salaries	\$151,650

13.1.5 **Employees Benefits:**
Indicate the total expenditures for all system employee fringe benefits. \$135,344

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

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

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

1.	Expenditure Category	Telecommunications
2.	Provider of Services	Verizon
3.	Expenditure	\$259,773

13.1.7 **Total Expenditure - Purchased Services** \$259,773

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. 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 individual instructions for these questions for any further requirements.

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

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

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

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

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 N/A
2. Expenditure N/A

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

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

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

1. Type of Item N/A
2. Quantity N/A
3. Unit Cost N/A
4. Expenditure N/A

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

13.1.14 **Local Library Services Aid Expenditures:** Indicate the total expenditures to member libraries for Local Library Services Aid. \$129,942

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

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

1. Recipient N/A

2. Allocation N/A

3. Project Description (no more than 300 words)

13.1.16 **Total Expenditures - Grants for Member Libraries** \$0

13.1.17 **Total Expenditure (total 13.1.2, 13.1.4, 13.1.5, 13.1.7, 13.1.9, 13.1.11, 13.1.13, 13.1.14, and 13.1.16)** \$890,433

13.1.18 **Cash Balance at the Opening of the Fiscal Year**
NOTE: The opening balance must be the same as the closing balance of the previous year. \$1,138,948

13.1.19 **Total Allocation from 2019 - 2020 State Aid:** \$1,284,983

13.1.20 **Total Available Before Expenditures (total 13.1.18 + 13.1.19)** \$2,423,931

13.1.21 **Cash Balance at the End of the Current Fiscal Year (total 13.1.19 + 13.1.18 - 13.1.17)** \$1,533,498

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. Supplement to staff and benefits.

Central Book Aid

CENTRAL BOOK AID (CBA)

Statutory Reference: Education Law § 272, 273(1)(b)(2)
 Commissioners Regulations 90.4
 Central Book Aid is a flat sum of \$71,500 to each public library system. Please see the Central Library Program Guidelines at <http://www.nysl.nysed.gov/libdev/clda/index.html> for more information.
 Include in this category library expenditures for CBA library materials. CBA funds may only be expended for adult non-fiction and foreign language library materials, including electronic content.

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

13.2.1 **Purchased Services:** Did the library system expend CBA funds for purchased services for CBA library materials? Enter Y for Yes, N for No. 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 individual instructions for these questions for any further requirements.

List services purchased with CBA funds in separate repeating groups, itemizing by vendor contract. If yes, complete one record for each all expenditure; if no, enter N/A for questions 1, 2, and 3 of one repeating group.

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

13.2.2 **Total Expenditure - Purchased Services** 0

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

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

1.	Expenditure Category	Adult non-fiction and foreign language materials - electronic databases
2.	Quantity	N/A
3.	Unit Cost	N/A
4.	Expenditure	\$46,647

13.2.4 **Total Expenditure - Supplies and Materials** \$46,647

13.2.5 **Grants to Central/Co-Central Libraries:** Did the

system expend funds for grants to central/co-central libraries? Enter Y for Yes, N for No. N

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

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

13.2.6 **Total Expenditure - Grants to Central/Co-Central Libraries** \$0

13.2.7 **Total Expenditure (total 13.2.2, 13.2.4, and 13.2.6)** \$46,647

13.2.8 **Cash Balance at the Opening of the Current Fiscal Year** \$8,342
NOTE: The opening balance must be the same as the closing balance of the previous year.

13.2.9 **Total Allocation from 2019 - 2020 State Aid** \$67,633

13.2.10 **Total Available Before Expenditures (total 13.2.8 + 13.2.9)** \$75,975

13.2.11 **Cash Balance at the End of the Current Fiscal Year (total 13.2.9 + 13.2.8 - 13.2.7)** \$29,328

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

Central Library Development Aid

CENTRAL LIBRARY DEVELOPMENT AID (CLDA)

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

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

13.3.1 Total Full-Time Equivalents (FTE) 1

13.3.2 Total Expenditure for Professional Salaries \$51,536

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

13.3.3 Total Full-Time Equivalents (FTE) 0

13.3.4 Total Expenditures for Other Staff Salaries \$0

13.3.5 **Employee Benefits:**
Indicate the total expenditures for all system employee benefits (paid from CLDA funds). \$15,407

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

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

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

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

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

13.3.8 **Supplies and Materials:** Did the system expend funds for supply items, postage, adult nonfiction and foreign language library materials, or equipment and furnishings with a unit cost less than \$5,000? Enter Y for Yes, N for No. 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 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 Adult non-fiction and foreign language materials - electronic databases
2. Expenditure \$6,866

13.3.9 **Total Expenditure - Supplies and Materials** \$6,866

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

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

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

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

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

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

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

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

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

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

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

13.3.15 **Total Expenditure - Grants to Central/Co-Central Libraries** \$0

13.3.16 **Total Expenditure (total 13.3.2, 13.3.4, 13.3.5,** \$73,809

**13.3.7, 13.3.9, 13.3.11,
13.3.13, and 13.3.15)**

13.3.17 **Cash Balance at the Opening of the Fiscal Year**
NOTE: The opening balance must be the same as the closing balance of the previous year. 172,925.00

13.3.18 **Total Allocation from 2019 - 2020 State Aid:** \$141,956

13.3.19 **Total Available Before Expenditures (total 13.3.17 + 13.3.18)** \$314,881

13.3.20 **Cash Balance at the end of the Current Fiscal Year (total 13.3.18 + 13.3.17 - 13.3.16)** 241,072.00

13.3.21 **Final Narrative:** Provide a brief narrative, no more than five hundred (500) words, describing the major activities carried out with these State Aid Funds. Salary and benefits for literacy coordinator. 24 Adult Reference eBooks.

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 Equivalent (FTE) 1

13.4.2 Total Expenditure for Professional Salaries \$67,435

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 Equivalent (FTE) 0

13.4.4 Total Expenditure for Other Staff Salaries N/A

13.4.5 **Employee Benefits:** Indicate the total expenditures for all system employee benefits. \$22,928

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

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

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

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

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

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

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 individual instructions for these questions for any further requirements.

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

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

13.4.9 **Total Expenditure - Supplies and Materials** 0

13.4.10 **Travel Expenditures:** Did the system expend funds for travel? Enter Y for Yes, N for No. Indicate the total expenditures for system employee travel only in this category. N

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

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

13.4.11 **Total Expenditure - Travel** \$0

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

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

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

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

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

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

- | | | |
|----|------------------------|-----|
| 1. | Recipient | N/A |
| 2. | Allocation | N/A |
| 3. | Description of Project | |

13.4.15 **Total Expenditure - Grants to Member Libraries** \$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)** \$90,363

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. \$39,157

13.4.18 **Total Allocation from 2019 - 2020 State Aid:** \$98,344

13.4.19 **Total Available Before Expenditures (total 13.4.17 + 13.4.18)** \$137,501

13.4.20 **Cash Balance at the End of the Current Fiscal Year (total 13.4.18 + 13.4.17 - 13.4.16)** \$47,138

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. Salary, travel and benefits for Outreach Coordinator

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 jails across the State. Examples of appropriate spending include books and magazine / newspaper subscriptions which are acceptable to th (Supplies & Materials), as well as programs such as Job Information and other topics directly relevant to the county jail inmate's needs (Purc Services).

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

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

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

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

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

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

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

- 1. Expenditure Category Books and other print materials
- 2. Expenditure \$852

13.5.4 **Total Expenditure - Supplies and Materials** \$852

13.5.5 **Total Expenditure (total 13.5.2, and 13.5.4)** 852.00

13.5.6 **Cash Balance at the Opening of the Fiscal Year:**
NOTE: The opening balance \$7,639

must be the same as the closing balance from the previous year.

13.5.7 **Total Allocation from 2019 - 2020 State Aid** \$6,783

13.5.8 **Total Available Before Expenditures (total 13.5.6 + 13.5.7)** \$14,422

13.5.9 **Cash Balance at the End of the Current Fiscal Year (total 13.5.7 + 13.5.6 - 13.5.5)** \$13,570

13.5.10 **Final Narrative:** Provide a brief narrative, no more than five hundred (500) words, describing the major activities carried out with these State Aid Funds. Books and materials for Justice Center and Hillbrook. Due to the cyberattack, we weren't able to exp our allocation for 2019. It will be spent in 2020.

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 inmate. Please see the State Corrections Program Guidelines at www.nysl.nysed.gov/libdev/outreach/corrgdln.htm for more information.

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

13.6.1 Total Full-Time Equivalents (FTE)

13.6.2 Total Expenditure for Professional Salaries

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

13.6.3 Total Full-Time Equivalents (FTE)

13.6.4 Total Expenditure for Other Staff Salaries

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

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

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

individual instructions for these questions for any further requirements.

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

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

13.6.7 **Total Expenditure - Purchased Services** 0

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

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

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

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

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

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

13.6.11 **Total Expenditure - Travel** \$0

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

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

- | | | |
|----|--------------|-----|
| 1. | Type of item | N/A |
|----|--------------|-----|

2.	Quantity	N/A
3.	Unit Cost	N/A
4.	Expenditure	N/A
13.6.13	Total Expenditure - Equipment and Furnishings	0.00
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)	\$0
13.6.15	Cash Balance at the Opening of the Fiscal Year: NOTE: The opening balance must be the same as the closing balance of the previous year.	\$0
13.6.16	Total Allocation from 2019 - 2020 State Aid:	N/A
13.6.17	Total Available Before Expenditures (total 13.6.15 + 13.6.16)	\$0
13.6.18	Cash Balance at the End of the Current Fiscal Year (total 13.6.16 + 13.6.15 - 13.6.14)	\$0
13.6.19	Final Narrative: Provide a brief narrative, no more than five hundred (500) words, describing the major activities carried out with these State Aid Funds	We do not receive State Aid for Correctional Facilities.

14. Summary of Library System Accomplishments

Using the goals from Section 4 in the approved 2017-2021 System Plan of Service, **BRIEFLY** describe the final results of each element for (2019).

14.1	Element 1: Resource Sharing - Results	OCPL continued to provide member libraries system wide collection assessment processes, as well as systemwide stats on collection use. While devastating, the Cyberattack forced us to look more closely at our ILS software and reporting. An ILS Review Committee has been formed for 2020. The sorting room has allowed for more efficient work room. OCPL saw a significant increase in eContent use system wide. County Park Passes and Digital Magazines have enhanced our system wide offerings to our community. Member Council meets bimonthly to share resources and discuss concerns.
14.2	Element 2: Special Client Groups - Results	Through the Adult Literacy Project, we continued to offer system-wide TASC study LMS and provide and support for patrons and staff using the product. We won funding and coordinated a county-wide program of Symphony Space in NYC. The project offered professional development for education teachers, and an opportunity for students at community programs and our county correcti to experience dramatic performances of published writing as well as their own writing at the culmina project. Our Literacy Coordinator presented two workshops at the National Conference on Adult Lite Family Literacy for Incarcerated Individuals and Hosting Conversation Groups at the Library. OCPL regularly visits Jamesville Correctional, The Justice Center and Hillbrook Juvenile Detention Center offer programming and materials for the incarcerated. OCPL made every effort to be at community promote our services to all groups. Through our Coordinated Outreach Events, we spoke with 561 fi

Kids Expo, 615 individuals at CNY Pride, 285 Veterans at Veteran's Expo. We also collaborated with Childhood Alliance to be present in the 2019 St. Patrick's Day Parade and Tykes Tuesday at Destiny Through the Family Literacy Grant and following the guidelines of Ready to Read in NYS, the remain libraries have received Learn and Play Centers to promote play and early literacy. We are now at 10 participation in the units.

- | | | |
|-------|---|--|
| 14.3 | Element 3: Professional Development and Continuing Education - Results | Due to staff turnover and the major Cyberattack, we were not able to offer as many specific trainings originally planned. We reworked some of our meetings to allow more staff participation. Our Annual Development Day brought in speakers on Resiliency, Addiction and Recovery, Implicit Biased, Gam TCG Player, and Computer Training. Our Annual System Retreat focused heavily on the Cyberattack brought in speakers from MS-ISAC (Multi-State Information Sharing and Analysis Center) and Gwer Thriving Through Change. |
| 14.5 | Element 5: Consulting and Development Services - Results | OCPL has been continuing to offer board development workshops using the Helping All Trustees Su framework. The responses from boards has been overwhelmingly positive. We have also been providing website development help and maintenance for member libraries and branches. We will be bringing Nichols in May 2020 for both Member Library board training and OCPL Board Training. |
| 14.6 | Element 6: Coordinated Services - Results | In partnership with OCMBOCES we were able to secure a STEM Grant with Assemblyman Al Stirpe STEM kits. Kits were researched and created in 2018. In March 2019, youth services staff were trained kits and they were made available to our member libraries. In 2019 we received funding from the County purchase and maintain techpacks for our 32 member libraries. These techpacks include a hotspot and a chromebook for patrons to access the internet anywhere. This program helps to decrease the digital divide in our community. |
| 14.7 | Element 7: Awareness and Advocacy - Results | OCPL government relations committee met with several local and state legislators to promote library and provide them with a better understanding of what the library means to communities in today's environment. Our partnership with CLRC allowed for member libraries, patrons and students to attend Advocacy Day in Albany and attend the Annual Legislative Breakfast. |
| 14.8 | Element 8: Communication among Member Libraries and/or Branch Libraries - Results | Through the Member Council and Library Communications Team, all libraries have a platform to discuss system-wide issues and work collaboratively on library publicity and marketing. We have also upgraded our email server to allow a more collaborative workspace for meetings. |
| 14.9 | Element 9: Cooperative Efforts with Other Library Systems - Results | OCPL and CLRC are continuing to work together to offer professional development opportunities for members. Member Services has been distributing a biweekly calendar of events to assure our staff is aware of continuing education opportunities available to them. |
| 14.10 | Element 10: Construction - Results | More and more libraries are taking advantage of the state construction aid. In 2019, we were able to recommend 80% of aid for the FY2020 cycle. |
| 14.11 | Element 11: Central Library - Results | The Central Library saw a 23% increase in combined digital and print circulation in 2019, and delivered house programs to over 8,700 attendees of all ages. Our teen patrons got involved in community service projects through the Teen Outreach Program, kids created some impressive crafts at our new afterschool "Inspiration Station", and we met the increasing demand for technology help by adding new weekly computer options for our adult patrons. Outreach staff focused on giving patrons easier access to local services by bringing them into the library each month, as well as going out to the community for story times, literacy support, and local parades and festivals. We partnered with students from the iSchool and the S.U. Design, who helped us market our programs and envision the future of our MakerSpace services. We overcame some challenges during the summer when we experienced a technology and network outage, but our staff did an excellent job coping with these issues while continuing to provide great public service with smiles on their faces. Central Library staff were leaders in coming up with creative workarounds, offering great program support throughout the summer, and helping other branch and member libraries with material check-outs and room tasks once the system was back online. |
| 14.12 | Element 12: Direct Access - Results | All libraries continue to work together with one card, 32 libraries. Through the massive cyberattack, our staff was able to work with vendors to assure disruption to digital services was minimal. We were also able to secure a new position in our delivery room for 2020. This position will allow for more flexibility in staff routes assuring our community has the resources they need more efficiently. |
| 14.13 | Element 13: Other Goal(s) - Results | The System did not have any additional goals for 2019. |

15. Current system URL's

- | | | |
|------|---------------------------------|---|
| 15.1 | System Home Page URL | www.onlib.org |
| 15.2 | URL of Current List of Members | http://www.onlib.org/locations |
| 15.3 | URL of Current Governing Bylaws | https://www.onlib.org/sites/default/files/BYLAWSrev2013-2.pdf |
| 15.4 | URL of Evaluation Form | https://www.onlib.org/sites/default/files/2019%20System%20Evaluation.Plan%20of%20Service%20 |
| 15.5 | URL of Evaluation Results | https://www.onlib.org/sites/default/files/System_Services_Survey_Data_0.pdf |
| 15.6 | URL of Central Library Plan | https://www.onlib.org/sites/default/files/CentralLibrary%20POS.pdf |
| 15.7 | URL of Direct Access Plan | https://www.onlib.org/sites/default/files/2016%20OCPL%20Free%20Direct%20Access%20Approver |

16. Assurance and Contact Information

CONTACT INFORMATION

- | | | |
|------|---|-------------------------------|
| 16.1 | Contact name (person completing report) | Amanda Schiavulli/Mark Carter |
| 16.2 | Contact telephone number (enter 10 digits only and hit the Tab key) | (315) 435-1900 |
| 16.3 | Contact e-mail address | aschiavulli@onlib.org |

ASSURANCE

- | | | |
|------|---|------------|
| 16.4 | The Library System operated under its approved Plan of Service in accordance with the provisions of Education Law and the Regulations of the Commissioner, and assures that this "Annual Report" was reviewed and accepted by the System Board/Council on (date - mm/dd/yyyy) | 06/17/2020 |
|------|---|------------|

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). | 08/03/2020 |
|------|---|------------|

Suggested Improvements

- | | |
|--------------------------------|--------------------------------|
| Library System | Onondaga County Public Library |
| Name of Person Completing Form | Amanda Schiavulli |

Phone Number and Extension 3154351900
(enter area code, telephone
number and extension only):

Please share with us your
suggestions for improving the
Annual Report. When
providing feedback, if
applicable please indicate the
question number each
comment/suggestion refers
to. Thank You!