Onondaga County Public Library
Annual Report for Library Systems - 2021 (Public Library Systems 2021)

		CURRENT YEAR	*PREVIOUS YEAR*

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 Explorer.
Please be advised Bibliostat CollectConnect is now using a new interface. If you have accessed or if you believe you may have accessed the old 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 Bibliostat 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 cause data to be lost.
Libraries should not have reports from two different years open at the same time.

#	Item	Current Year	Previous Year
1.1	SEDCODE	421800700017	*421800700017*
1.2	Institution ID	800000040696	*800000040696*
1.3	System Name	Onondaga County Public Library	*Onondaga County Public Library*
1.4	Beginning Reporting Year	01/01/2021	*01/01/2020*
1.5	Ending Reporting Year	12/31/2021	*12/31/2020*
1.6	Street Address	The Galleries of Syracuse, 447 S. Salina St	*The Galleries of Syracuse, 447 S. Salina St*
1.7	City	Syracuse	*Syracuse*
1.8	Zip Code	13202	*13202*
1.9	Four-Digit Zip Code Extension (enter N/A if unknown)	2494	*2494*
1.10	Mailing Address	The Galleries of Syracuse, 447 S. Salina St	*The Galleries of Syracuse, 447 S. Salina St*
1.11	City	Syracuse	*Syracuse*
1.12	Zip Code	13202	*13202*
1.13	Four-Digit Zip Code Extension (enter N/A if unknown)	2494	*2494*
1.14	Library System Telephone Number (enter 10 digits only and hit the Tab key)	(315) 435-1900	*(315) 435-1900*
1.15	Fax Number (enter 10 digits only)	(315) 435-8533	*(315) 435-8533*
1.16	System Home Page URL	www.onlib.org	*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	*https://www.onlib.org/sites/default/files/Plan-of-Service-System.PDF*
1.18	Population Chartered to Serve (2010 Census)	467,026	*467,026*
1.19	Area Chartered to Serve (square miles)	778	*778*
1.20	Federal Employer Identification Number	156000461	*156000461*
1.21	County	Onondaga	*Onondaga*
1.22	County (Counties) Served	Onondaga	*Onondaga*
1.23	School District	Syracuse City School District	*Syracuse City School District*
1.24	First Name of System Director	Christian	*Christian*
1.25	Last Name of System Director	Zabriskie	*Zabriskie*
1.26	NYS Public Librarian Certification Number of the Director of Public Library System, and Reference and Research Library Resources System.	25044	*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	*(315) 435-7777*
1.32	E-Mail Address of the System Director	director@onlib.org	*director@onlib.org*
1.33	Fax Number of the System Director (enter 10 digits only and hit the Tab key)	(315) 435-8533	*(315) 435-8533*
1.34	Name of Outreach Coordinator	B. Maggie Foster	*Amy Thorna*

Note: Amy was interium. Maggie was hired in May 2022

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.	Y	*Y*

Note: Covid-19 Pandemic

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.	35	*35*

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	Librarians - Filled Position(s) FTE	37.5	*33*
2.11	Librarians - Vacant Position(s) FTE	5	*8*
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)	39.50	*35.00*
2.15	Total Certified Librarians - Vacant Position(s) FTE (total questions 2.5 + 2.11 + 2.13)	5.00	*8.00*
2.16	Total Other Professional Staff - Filled Position(s) FTE	6	*7*
2.17	Total Other Professional Staff - Vacant Position(s) FTE	0	*6*
2.18	Total Other Staff - Filled Position(s) FTE	51.5	*69*
2.19	Total Other Staff - Vacant Position(s) FTE	6	*33*
2.20	Total Paid Staff - Filled Position(s) FTE (total questions 2.14 + 2.16 + 2.18)	97.00	*111.00*
2.21	Total Paid Staff - Vacant Position(s) FTE (total questions 2.15 + 2.17 + 2.19)	11.00	*47.00*

SALARY INFORMATION

2.22	Entry-Level Librarian (certified) FTE	1	*1*
2.23	Entry-Level Librarian (certified) Current Annual Salary	$50,764	*$50,649*
2.24	System Director FTE	1	*1*
2.25	System Director Current Annual Salary	$109,339	*$107,347*

3. System Membership, Outlets and Governance

Service Outlets/Meetings/System Council

PUBLIC SERVICE OUTLETS

3.9	Number of member libraries. Do not include branches.	19	*19*
3.15	Main Library/System Headquarters	1	*1*
3.16	Indicate the year the system building was initially constructed	1988	*1988*
3.17	Indicate the year the system building underwent a major renovation costing $25,000 or more	2016	*2016*
3.18	Square footage of the system building	115,458	*115,458*
3.19	Branches of the Library System	10	*10*
3.20	Bookmobiles	0	*0*

3.21	Reading Centers	0	0
3.22	Other Outlets	0	0
3.23	Total Public Service Outlets (total questions 3.15 through 3.19)	11	11
3.24	Name of Central Library/Co-Central Libraries	Onondaga County Public Library	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	13	13
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	11

Note: Has not changed from previous year

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

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.	A	A

SYSTEM BOARD/COUNCIL
Public Library Systems - enter information for the period January 1, 2022, through December 31, 2022.
President/Council Chair

3.29	Status	Filled	Filled
3.30	First Name	Jill	Jill
3.31	Last Name	Hurst-Wahl	Hurst-Wahl
3.32	Institutional Affiliation	N/A	N/A
3.33	Professional Title	N/A	N/A
3.34	Mailing Address	219 Marilyn Ave	219 Marilyn Ave
3.35	City	N. Syracuse	N. Syracuse
3.36	Zip Code (enter five digits only)	13212	13212
3.37	Telephone for the Board President (enter 10 digits only and hit the Tab key)	(315) 243-4403	(315) 243-4403
3.38	E-mail Address	hurst@hurstassociates.com	hurst@hurstassociates.com
3.39	Term Begins - Month	January	January
3.40	Term Begins - Year (yyyy)	2018	2018
3.41	Term Expires - Month or N/A	December	December
3.42	Term Expires - Year (YYYY) or N/A	2022	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	Yes
3.44	The date the board president took the Oath of Office (mm/dd/yyyy)	12/28/2017	12/28/2017
3.45	The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy)	01/03/2018	01/03/2018
3.46	Is this a brand new trustee?	N	N

Board/Council Member - complete one record for each Board/Council Member. For each vacant position, select "Vacant" in question 1, and enter N/A in questions 2-16 of the repeating group. You may 1) enter the data for the Board/Council Members directly into the survey as usual or 2) send Baker and Taylor the data for this section to be uploaded into 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. 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	Filled
2.	First Name	Edward	Edward
3.	Last Name	Kochian	Kochian
4.	Institutional Affiliation	N/A	N/A
5.	Professional Title	N/A	N/A
6.	Mailing Address	2005 Pine Bluff	2005 Pine Bluff
7.	City	Skaneateles	Skaneateles
8.	Zip Code (enter five digits only)	13152	13152
9.	Term Begins - Month	January	January
10.	Term Begins - Year (yyyy)	2022	2017
11.	Term Expires - Month or N/A	December	December
12.	Term Expires - Year (YYYY) or N/A	2026	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	*Y*
14.	The date the trustee took the Oath of Office (mm/dd/yyyy)	01/14/2022	*01/03/2017*
15.	The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy)	01/14/2022	*01/03/2017*
16.	Is this a brand new trustee?	N	*N*
1.	Status	Filled	*Filled*
2.	First Name	Edda	*Edda*
3.	Last Name	Kassis	*Kassis*
4.	Institutional Affiliation	N/A	*N/A*
5.	Professional Title	N/A	*N/A*
6.	Mailing Address	4595 Mystic Drive	*4595 Mystic Drive*
7.	City	Syracuse	*Syracuse*
8.	Zip Code (enter five digits only)	13078	*13078*
9.	Term Begins - Month	September	*September*
10.	Term Begins - Year (yyyy)	2020	*2020*
11.	Term Expires - Month or N/A	December	*December*
12.	Term Expires - Year (YYYY) or N/A	2023	*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).	No	*No*
14.	The date the trustee took the Oath of Office (mm/dd/yyyy)	09/17/2020	*09/17/2020*
15.	The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy)	10/02/2020	*10/02/2020*
16.	Is this a brand new trustee?	N	*Y*
1.	Status	Vacant	*Filled*
2.	First Name		*Tim*
3.	Last Name		*Dodge*
4.	Institutional Affiliation		*N/A*
5.	Professional Title		*N/A*
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)		*08/17/2016*
15.	The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy)		*09/23/2016*
16.	Is this a brand new trustee?		*N*
1.	Status	Filled	*Filled*
2.	First Name	Babette	*Babette*
3.	Last Name	Morgan-Baker	*Morgan-Baker*
4.	Institutional Affiliation	N/A	*N/A*
5.	Professional Title	N/A	*N/A*
6.	Mailing Address	460 Kirk Ave	*460 Kirk Ave*
7.	City	Syracuse	*Syracuse*
8.	Zip Code (enter five digits only)	13205	*13205*

9.	Term Begins - Month	January	*January*
10.	Term Begins - Year (yyyy)	2018	*2018*
11.	Term Expires - Month or N/A	December	*December*
12.	Term Expires - Year (YYYY) or N/A	2022	*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).	Y	*Y*
14.	The date the trustee took the Oath of Office (mm/dd/yyyy)	01/15/2018	*01/15/2018*
15.	The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy)	01/16/2018	*01/16/2018*
16.	Is this a brand new trustee?	N	*N*
1.	Status	Filled	*Filled*
2.	First Name	Lynnore	*Lynnore*
3.	Last Name	Fetyko	*Fetyko*
4.	Institutional Affiliation	Greater Syracuse Association of Realtors	*Greater Syracuse Association of Realters*
5.	Professional Title	CEO	*CEO*
6.	Mailing Address	5958 East Taft Road	*5958 East Taft Road*
7.	City	N. Syracuse	*N. Syracuse*
8.	Zip Code (enter five digits only)	13212	*13212*
9.	Term Begins - Month	October	*October*
10.	Term Begins - Year (yyyy)	2020	*2020*
11.	Term Expires - Month or N/A	December	*December*
12.	Term Expires - Year (YYYY) or N/A	2024	*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).	N	*No*
14.	The date the trustee took the Oath of Office (mm/dd/yyyy)	10/20/2020	*10/20/2020*
15.	The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy)	11/2/2020	*11/02/2020*
16.	Is this a brand new trustee?	N	*Y*
1.	Status	Filled	*Filled*
2.	First Name	Christina	*Christina*
3.	Last Name	Ondrako	*Ondrako*
4.	Institutional Affiliation	Grossman St. Amour CPA	*Grossman St Amour CPA*
5.	Professional Title	CPA	*CPA*
6.	Mailing Address	110 W. Fayette St	*110 W Fayette St*
7.	City	Syracuse	*Syracuse*
8.	Zip Code (enter five digits only)	13202	*13202*
9.	Term Begins - Month	January	*January*
10.	Term Begins - Year (yyyy)	2020	*2020*
11.	Term Expires - Month or N/A	December	*December*
12.	Term Expires - Year (YYYY) or N/A	2024	*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).	Y	*Yes*
14.	The date the trustee took the Oath of Office (mm/dd/yyyy)	06/01/2021	*12/12/2014*
15.	The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy)	06/20/2021	*12/15/2014*
16.	Is this a brand new trustee?	N	*N*
1.	Status	Filled	*Filled*
2.	First Name	Maria	*Maria*
3.	Last Name	Mahar	*Mahar*

4.	Institutional Affiliation	N/A	*N/A*
5.	Professional Title	N/A	*N/A*
6.	Mailing Address	7905 E. Ridge Point Drive	*7905 E. Ridge Point Drive*
7.	City	Fayetteville	*Fayetteville*
8.	Zip Code (enter five digits only)	13066	*13066*
9.	Term Begins - Month	December	*December*
10.	Term Begins - Year (yyyy)	2020	*2020*
11.	Term Expires - Month or N/A	December	*December*
12.	Term Expires - Year (YYYY) or N/A	2024	*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).	No	*No*
14.	The date the trustee took the Oath of Office (mm/dd/yyyy)	12/20/2020	*12/20/2020*
15.	The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy)	12/31/2020	*12/31/2020*
16.	Is this a brand new trustee?	N	*Y*
1.	Status	Filled	*Filled*
2.	First Name	Sam	*Sam*
3.	Last Name	Edelstein	*Edelstein*
4.	Institutional Affiliation	N/A	*N/A*
5.	Professional Title	N/A	*N/A*
6.	Mailing Address	1326 Cumberland Ave	*1326 Cumberland Ave*
7.	City	Syracuse	*Syracuse*
8.	Zip Code (enter five digits only)	13210	*13210*
9.	Term Begins - Month	January	*January*
10.	Term Begins - Year (yyyy)	2019	*2019*
11.	Term Expires - Month or N/A	December	*December*
12.	Term Expires - Year (YYYY) or N/A	2023	*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	*Yes*
14.	The date the trustee took the Oath of Office (mm/dd/yyyy)	07/31/2019	*07/31/2019*
15.	The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy)	08/06/2019	*08/06/2019*
16.	Is this a brand new trustee?	N	*N*
1.	Status	Filled	*Filled*
2.	First Name	Tim	*Tim*
3.	Last Name	Mulvey	*Mulvey*
4.	Institutional Affiliation	N/A	*N/A*
5.	Professional Title	N/A	*N/A*
6.	Mailing Address	5139 Hoag Lane Fayetteville	*5139 Hoag Lane*
7.	City	Fayetteville	*Fayetteville*
8.	Zip Code (enter five digits only)	13066	*13066*
9.	Term Begins - Month	January	*June*
10.	Term Begins - Year (yyyy)	2022	*2021*
11.	Term Expires - Month or N/A	December	*December*
12.	Term Expires - Year (YYYY) or N/A	2026	*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).	Y	*N*
14.	The date the trustee took the Oath of Office (mm/dd/yyyy)	01/26/2022	

15.	The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy)	02/02/2022	
16.	Is this a brand new trustee?	Y	*Y*
1.	Status	Vacant	*Vacant*
2.	First Name		
3.	Last Name		
4.	Institutional Affiliation		
5.	Professional Title		
6.	Mailing Address		
7.	City		
8.	Zip Code (enter five digits only)		
9.	Term Begins - Month		
10.	Term Begins - Year (yyyy)		
11.	Term Expires - Month or N/A		
12.	Term Expires - Year (YYYY) or N/A		
13.	Is this trustee serving a full term? If No, add a State Note (for example, this trustee was appointed to complete the remainder of a term of a trustee who resigned their position).		
14.	The date the trustee took the Oath of Office (mm/dd/yyyy)		
15.	The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy)		
16.	Is this a brand new trustee?		

Coordinated Outreach Council

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 | *Y* |

Coordinated Outreach Council Members - complete one record for each Council Member for the period January 1, 2022, through December 31, 2022. 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. 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	*Filled*
2.	First Name	Amy	*Amy*
3.	Last Name	Thorna	*Thorna*
4.	Institutional Affiliation	Onondaga County Public Library	*Onondaga County Public Library*
5.	Professional Title	Literacy Coordinator	*Outreach Coordinator*
1.	Status	Filled	*Filled*
2.	First Name	Anne	*Anne*
3.	Last Name	Costa	*Costa*
4.	Institutional Affiliation	Aurora of CNY	*Aurora of CNY*
5.	Professional Title	Assistant Director	*Assistant Director*
1.	Status	Filled	*Filled*
2.	First Name	Charles	*Richard*
3.	Last Name	Diede	*Purcell*
4.	Institutional Affiliation	Community Library of Jamesville and Dewitt	*Syracuse Vet Center*
5.	Professional Title	Director	*Veterans Outreach Program Specialist*
1.	Status	Filled	*Filled*
2.	First Name	Adria	*Adria*
3.	Last Name	Ripka	*Ripka*
4.	Institutional Affiliation	CNY Works	*CNY Works*

5.	Professional Title	Career Consultant	*Career Consultant*
1.	Status	Filled	*Filled*
2.	First Name	Harriet	*Harriet*
3.	Last Name	Lawson-Eiland	*Lawson-Eiland*
4.	Institutional Affiliation	JOBS PLUS	*JOBS PLUS*
5.	Professional Title	Statewide System Advocate	*Statewide System Advocate*
1.	Status	Filled	*Filled*
2.	First Name	Jennyfer	*Jennyfer*
3.	Last Name	Jones	*Jones*
4.	Institutional Affiliation	Huntington Family Center	*Huntington Family Center*
5.	Professional Title	Senior Coordinator	*Senior Coordinator*
1.	Status	Filled	*Filled*
2.	First Name	Glenn	*Brenda*
3.	Last Name	Stewart	*Shea*
4.	Institutional Affiliation	NYS Commission for the Blind	*Faimount Community Library*
5.	Professional Title	Vocational Councelor	*Director*
1.	Status	Filled	*Filled*
2.	First Name	Larry	*Glenn*
3.	Last Name	Matthews	*Stewart*
4.	Institutional Affiliation	Onondaga County Office for Aging	*NYS Commission for the Blind*
5.	Professional Title	Project Director	*Vocational Councelor*
1.	Status	Filled	*Filled*
2.	First Name	Tim	*Larry*
3.	Last Name	La Goy	*Matthews*
4.	Institutional Affiliation	New York Statewide Senior Action Council	*Onondaga County Office for Aging*
5.	Professional Title	Community Outreach Organizer	*Project Director*
1.	Status	Filled	*Filled*
2.	First Name	Stephen	*Tim*
3.	Last Name	Lockwood	*La Goy*
4.	Institutional Affiliation	Veteran's Administration	*New York Statewide Senior Action Council*
5.	Professional Title	Advocate	*Community Outreach Organizer*

4. Public Library System Transactions and Collection: Borrowers/Visits/Circulation/ Holdings

Borrowers/Visits/Circulation/Holdings

4.1	Number of registered system borrowers	90,042	*88,106*
4.2	System Visits	108,444	*141,923*

CIRCULATION

4.3	Total Cataloged Book Circulation	163,355	*133,587*
4.4	Total Circulation of Other Materials	97,488	*84,671*
4.5	Physical Item Circulation (Total questions 4.3 & 4.4)	260,843	*218,258*

4.6	Use of Electronic Material	119,975	*123,815*
4.7	Successful Retrieval of Electronic Information	416,034	*427,299*
4.8	Electronic Content Use (Total Questions 4.6 & 4.7)	536,009	*551,114*
4.9	Total Circulation of Materials (Total Questions 4.5 & 4.6)	380,818	*342,073*
4.10	Total Collection Use (Total Questions 4.7 & 4.9)	796,852	*769,372*

GENERAL SYSTEM HOLDINGS

4.11	Total Cataloged Book Holdings	323,343	*344,579*
4.12	Uncataloged Book Holdings	700	*700*

Note: Estimate based on local history collections.

4.13	Total Print Serial Holdings	18,357	*8,622*

Note: Local History has been catching up on many of the serials they weren't able to process last year while staff was furloughed. They are the biggest holder of our serials because they keep every issue of every title they subscribe to

4.14	All Other Print Materials Holdings	14,498	*14,459*
4.15	Total Print Materials (Total questions 4.11, 4.12, 4.13 and 4.14)	356,898	*368,360*
4.16	Electronic Books	62,305	*61,806*
4.17	Local Electronic Collections	8	*8*
4.18	Total Number of NOVELNY Databases	15	*15*
4.19	Total Electronic Collections (Total questions 4.16 + 4.17)	62,313	*61,814*
4.20	Audio - Downloadable Units	34,578	*32,033*
4.21	Video - Downloadable Units	4,701	*6,009*
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.)	3,877	*3,269*
4.23	Total Electronic Materials (Total questions 4.18, 4.19, 4.20, 4.21 and 4.22)	105,484	*103,140*

Holdings Continued

Non-Electronic Materials

4.24	Audio - Physical Units	22,161	*24,051*
4.25	Video - Physical Units	39,926	*41,692*
4.26	Other Non-Electronic Materials	1,449	*1,206*
4.27	Total Other Materials Holdings (Total questions 4.24 through 4.26)	63,536	*66,949*
4.28	Grand Total Holdings (Total questions 4.15, 4.23 and 4.27)	525,918	*538,449*

ROTATING COLLECTIONS/BOOK LOANS

4.29	Does the system have rotating collections/bulk loans? (Enter Y for Yes, N for No)	Y	*Y*
4.30	Number of collections	18	*18*
4.31	Average number of items per collection	600	*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	*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	Yes	Yes
e.	Inventory	Yes	Yes
f.	Serials Control	Yes	Yes
g.	Media Booking	No	No
h.	Community Information	Yes	Yes
i.	Electronic Resource Management	No	No

j.	Digital Collections Management		Yes	Yes
5.3	Identify ILS system vendor		Innovative	*Innovative*
5.4	How many member libraries fully participate in the ILS?		19	*19*
5.5	% of member libraries participating (calculated field)		100.00%	*100.00%*
5.6	How many member libraries participate in some ILS modules?		0	*0*

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		Yes	Yes
c.	ILL feature implemented and used		No	No
5.8	Number of titles in the ILS bibliographic database		708,670	*787,696*
5.9	Number of new titles added by the system in the reporting year		48,021	*50,041*
5.10	Number of Central Library Aid titles added in the reporting year		1	*38*

Note: 1 physical book purchased in 2021. We spent the rest of CBA and CLDA on database subscriptions.

5.11	Number of new titles added by the members in the reporting year		2,698	*2,228*
5.12	Total new titles (total questions 5.9 through 5.11)		50,720	*52,307*

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	No
b.	Disc		No	No
c.	Online (virtual catalog)		Yes	Yes
5.14	How many libraries participate in (or submit records for) the union catalog?		32	*32*
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		708,670	*787,696*
5.17	Number of holdings in the system's union catalog		2,347,958	*2,538,333*
5.18	Number of new titles added in the last year		50,720	*52,269*
5.19	Number of holdings added in the last year		147,480	*237,777*

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	No
b.	Non-library catalogs are included (if checked, please name non-library catalogs using the State note)		No	No
c.	Patron-initiated ILL available and used through this catalog		No	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?		32	*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	*Y*

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		587,728	*625,596*

SYSTEM INTERLIBRARY LOAN ACTIVITY

5.25	Total items provided (loaned)		191,173	*203,716*
5.26	Total items received (borrowed)		153,332	*169,121*
5.27	Total requests provided (loaned) unfilled		0	*192*

Note: We were only borrowing, not lending during the pandemic

5.28	Total requests received (borrowed) unfilled		125	*18*
5.29	Total interlibrary loan activity (total questions 5.25 through 5.28)		344,630	*373,047*

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.)	Yes	Yes
g.	Other (specify using the note)	Yes	Yes

Note: Empire Library Delivery service through Central New York Library Resources Council for ILL materials statewide.

5.31	Number of stops (pick-up and delivery sites per week)	100	*90*

Note: Slowly increased deliveries to open libraries. New staff anticipated in 2022

CONTINUING EDUCATION/STAFF DEVELOPMENT
Workshops/Meetings/Training Sessions

Resource sharing (ILL, collection development, etc.)

5.32	Number of sessions	13	*17*
5.33	Number of participants	130	*231*

Continuing Education Cont.

Technology

5.34	Number of sessions	21	*16*
5.35	Number of participants	506	*315*

Digitization

5.36	Number of sessions	0	*0*

Note: CLRC provides this service

5.37	Number of participants	0	*0*

Note: CLRC provides this service

Leadership

5.38	Number of sessions	3	*1*
5.39	Number of participants	40	*52*

Management & Supervisory

5.40	Number of sessions	7	*0*
5.41	Number of participants	155	*0*

Planning and Evaluation

5.42	Number of sessions	17	*22*
5.43	Number of participants	211	*306*

Awareness and Advocacy

5.44	Number of sessions	3	*1*
5.45	Number of participants	31	*100*

Trustee/Council Training

5.46	Number of sessions	2	*0*
5.47	Number of participants	78	*0*

Special Client Populations

5.48	Number of sessions	3	*4*
5.49	Number of participants	32	*4*

Children's Services/Birth to Kindergarten

5.50	Number of sessions	5	*4*
5.51	Number of participants	111	*155*

Children's Services/Elementary Grade Levels

5.52	Number of sessions	6	*10*
5.53	Number of participants	108	*355*

Young Adult Services/Middle and High School Grade Levels

5.54	Number of sessions	1	*5*
5.55	Number of participants	24	*120*

General Adult Services

5.56	Number of sessions	4	*3*
5.57	Number of participants	33	*25*

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.	Y	*Y*

Note: Ryan Dowd's homelessness training

1.	Topic	Ryan Dowd's Homelessness Academy	*Ryan Dowd Homelessness Training*

Note: Ryan Dowd's Homelessness Academy was renewed for 6 months towards the end of 2021. We will have it through 2022. We purchased for all system staff during the pandemic. These were a variety of different topics to supplement the system trainings.

2.	Number of sessions	30	*19*
3.	Number of participants	2,760	*15,045*
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)	115	*102*
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)	4,219	*16,708*
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	Yes	Yes
b.	Coordinated purchase of non-print materials	Yes	Yes
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	No	No
h.	Virtual reference	Yes	Yes
i.	Other (describe using the note)	No	No
j.	N/A	No	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	211	*208*
5.64	Number of contacts - Consulting with member libraries and/or branches on funding and governance	263	*144*
5.65	Number of contacts - Consulting with member libraries and/or branches on charter and registration work	1	*8*
5.66	Number of contacts - Consulting with member libraries and/or branches on automation and technology	33,709	*28,000*
5.67	Number of contacts - Consulting with member libraries and/or branches on youth services	297	*233*
5.68	Number of contacts - Consulting with member libraries and/or branches on adult services	484	*293*
5.69	Number of contacts - Consulting with member libraries and/or branches on physical plant needs	129	*100*
5.70	Number of contacts - Consulting with member libraries and/or branches on personnel and management issues	137	*76*
5.71	Number of contacts - Consulting with state and county correctional facilities	3	*11*
5.72	Number of contacts - Providing information to local, county, and state legislators and their staffs	19	*10*
5.73	Number of contacts - Providing system and member library information to the media	89	*86*
5.74	Number of contacts - Providing website development and maintenance for member libraries	159	*109*
5.75	Does the system provide other Consulting and Technical Assistance Services not listed above? Enter Y for Yes, N for No. If Yes, complete one record for each topic. If No, enter N/A for questions 1 and 2 of one repeating group.	N	*N*
1.	Topic	N/A	*N/A*
2.	Number of contacts (all types)	N/A	*N/A*

5.76	**Total other contacts** (total of question #2 of Repeating Group #6)	0	*0*
5.77	**Total number of contacts** (total of questions 5.63 through 5.74 and 5.76)	35,501	*29,278*

REFERENCE SERVICES

5.78	Total Reference Transactions	60,096	*48,561*

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	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
5.80	Number of BOOKS BY MAIL loans	N/A	*11*
5.81	Number of member libraries with Job/Education Information Centers or collections	32	*32*
5.82	Number of State Correctional Facilities libraries served	0	*0*
5.83	Number of County Jails libraries served	1	*1*
5.84	Number of institutions served other than jails or correctional facilities	2	*2*

Note: Hillbrook Juvenile detention Center and the Justice Center

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	*N*
1.	Service provided	N/A	*N/A*
2.	Number of facilities/institutions served	N/A	*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	*Y*
5.87	Description of fees	Sharing costs for Delivery, ILL and Automation	*Response has been entered.*

5A. COVID

NOTE: This section of the survey (5A) collects data on the impact of the COVID-19 pandemic . Report all information in Part 5A from January 1, 2021 to December 31, 2021.

CV1	Was the library system headquarters building physically closed to the public/member library staff for any period of time due to the Coronavirus (COVID-19) pandemic?	Yes	*Yes*
CV3	Did the library system allow users to complete registration for system library cards online without having to come to the system during the Coronavirus (COVID-19) pandemic?	Yes	*Yes*
CV6	Enter the Number of Weeks System Headquarters Building Closed Due to COVID-19. This is the number of weeks during the year that due to the Coronavirus (COVID-19) pandemic, the library system headquarters building was physically closed, and the public/member library staff could not enter, when it otherwise would have been open.	6	*41*
CV7	Enter the Number of Weeks a system headquarters building Had Limited Occupancy Due to COVID-19. This is the number of weeks during the year that a system headquarters building implemented limited public occupancy practices for in person services at the building in response to the Coronavirus (COVID-19) pandemic.	27	*0*

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	Onondaga	*Onondaga*
2.	Amount	$3,994,157	*$4,267,718*
3.	Subject to Public Vote (Enter Y for Yes, N for No, or N/A)	N/A	*N/A*
4.	Written Contract (Enter Y for Yes, N for No, or N/A)	N/A	*Y*
6.2	**Total County Funding**	$3,994,157	*$4,267,718*

6.3	All Other Local Public Funds	$5,164,252	*$6,581,095*

Note: City funds for branch libraries

6.4	**Total Local Public Funds** (total questions 6.2 and 6.3)	$9,158,409	*$10,848,813*

STATE AID RECEIPTS - arranged in alphabetical order

6.5	Adult Literacy Library Services Grants	$7,463	*$6,653*

Note: includes previous year nys hold back of 20% as well as 2019 and 2020 final 10%

6.6	Central Library Services Aid	$244,996	*$110,638*

Note: include prior year state hold back of 20%

6.8	Conservation/Preservation Grants	$0	*$0*
6.9	Construction for Public Libraries Aid	$456,328	*$61,480*

Note: petit community room first 90%, Central library basement reno final 10%

6.10	Coordinated Outreach Services Aid	$122,159	*$76,648*

Note: includes prior year 20% amount held back by NYS

6.11	Correctional Facilities Library Aid	$0	*$0*
6.12	County Jails Library Aid	$8,425	*$5,150*

Note: includes 20% held back from prior year by NYS

6.14	Family Literacy Grants	$15,488	*$10,349*

Note: includes previous year nys hold back of 20% as well as 2019 and 2020 final 10%

6.18	Local Library Services Aid - Kept at System	$0	*$0*
6.19	Local Library Services Aid - Distributed to Members	$204,586	*$124,845*
6.20	Total LLSA (total questions 6.18 and 6.19)	$204,586	*$124,845*
6.21	Local Services Support Aid	$148,656	*$90,715*

Note: includes 2020 new york state hold back of 20% plus 2020 final 10% added to 2021 first 90%

6.22	Local Consolidated Systems Aid	$0	*$0*
6.26	Public Library System Basic Aid	$991,607	*$661,151*

Note: includes prior year 20% amount that was held back by NYS

6.27	Public Library System Supplementary Operational Aid	$151,211	*$100,819*

Note: includes prior year 20% hold back from NYS

State Aid

6.36	Special Legislative Grants and Member Items	$75,000	*$0*

Note: Bullet Aid 50k (Bville, Solvay) Bullet Aid 25k (Maxwell, Elbridge, Lafayette, Marcellus, Skaneateles, Jordan, Fairmount, Tully, DeWitt)

6.37	The New York Public Library - The Research Libraries	$0	*$0*
6.38	The New York Public Library, Andrew Heiskell Library for the Blind and Physically Handicapped Aid	$0	*$0*
6.39	The New York Public Library, City University of New York	$0	*$0*
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).	N	*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	*N/A*
2.	Amount	N/A	*N/A*
6.43	Total Other State Aid (total question #2 of Repeating Group #9 above)	$0	*$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)	$2,425,919	*$1,301,160*

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	*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	*N/A*
2.	Amount	N/A	*N/A*

Federal Aid/Contracts

6.47	Total Other Federal Aid (total questions #2 of Repeating Group #10 above)	$0	*$0*
6.48	**Total Federal Aid** (total questions 6.45 and 6.47)	$0	*$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	*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	*Member Libraries*
2.	Contracted Service	System Services	*System Services*
3.	Total Contract Amount	$387,817	*$380,213*
6.50	**Total Contracts** (total question #3 of Repeating Group #11 above)	$387,817	*$380,213*

MISCELLANEOUS RECEIPTS

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

Miscellaneous

Proceeds from Sale of Property

6.54	Real Property	$0	*$0*
6.55	Equipment	$0	*$0*
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*

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	Library Charges	*Library Charges*
2.	Amount	$8,273	*$6,071*
1.	Receipt category	Erate	*Erate*
2.	Amount	$98,337	*$102,596*
1.	Receipt category	Upstate Lease	*Upstate Lease*
2.	Amount	$317,227	*$386,778*
1.	Receipt category	Sale of Property	*Sale of Property*
2.	Amount	$5,957	*$2,612*
1.	Receipt category	Commissions	*Commissions*
2.	Amount	$86	*$693*
6.57	Total Other Miscellaneous Receipts (total question #2 of Repeating Group #12 above)	$429,880	*$498,750*
6.58	**Total Miscellaneous Receipts** (total questions 6.51 through 6.55 and question 6.57)	$429,880	*$498,750*
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)	$12,402,025	*$13,028,936*
6.60	**BUDGET LOANS**	$0	*$0*

Transfers/Grand Total

TRANSFERS

6.61	Transfers from Capital Fund (Same as question 9.6)	$0	*$0*
6.62	Transfers from Other Funds	$0	*$0*
6.63	**Total Transfers** (total questions 6.61 and 6.62)	$0	*$0*
6.64	CASH BALANCE - Beginning of Current Fiscal Reporting Year: Public Library Systems - January 1, 2021. (Same as closing cash balance at the end of previous fiscal reporting year: Public Library Systems - December 31, 2020.)	$3,438,090	*$2,441,436*
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)	$15,840,115	*$15,470,372*

7. Operating Fund Disbursements

Staff/Collection/Grants/Capital

STAFF EXPENDITURES
Salaries

7.1	System Director and Librarians	$2,139,312	*$3,360,964*

Note: pandemic year furloughs (Q1) and retirees

7.2	Other Staff	$1,661,664	*$641,213*

Note: Extra part time staff used to cover for loss of full time staff from prior year.

7.3	Total Salary and Wages Expenditures (total questions 7.1 and 7.2)	$3,800,976	*$4,002,177*
7.4	Employee Benefits Expenditures	$2,029,490	*$2,482,960*
7.5	**Total Staff Expenditures** (total questions 7.3 and 7.4)	$5,830,466	*$6,485,137*

COLLECTION EXPENDITURES

7.6	Print Materials Expenditures	$261,195	*$327,202*
7.7	Electronic Materials Expenditures	$197,042	*$204,501*
7.8	Other Materials Expenditures	$0	*$286,302*

Note: Budget cut due to pandemic and temporary library closure

7.9	**Total Collection Expenditures** (total questions 7.6 through 7.8)	$458,237	*$818,005*

GRANTS TO MEMBER LIBRARIES
Cash Grants Paid From

7.10	Local Library Services Aid (LLSA)	$204,586	*$124,845*
7.11	Central Library Services Aid (CLSA)	$244,996	*$163,350*

Note: includes prior year 20% hold back

7.15	Other State Aid/Grants (e.g., Construction, Special Legislative or Member Grants)	$75,000	*$0*

Note: Senate Bullet Aid 20k bville 30k solvay 25k from Lemondes to various members

7.16	Federal Aid	$0	*$0*
7.17	Other cash grants paid from system funds	$0	*$0*
7.18	Total Cash Grants (total questions 7.10 through 7.17)	$524,582	*$288,195*
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)	$524,582	*$288,195*

CAPITAL EXPENDITURES FROM OPERATING FUNDS

7.22	Bookmobile	$0	*$0*
7.23	Other Vehicles	$0	*$0*
7.24	Computer Equipment	$16,167	*$10,257*
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)	$16,167	*$10,257*

Capital Cont./Operation and Maintenance/Misc.

TOTAL CAPITAL EXPENDITURES BY SOURCE OF FUNDS

7.28	From Local Public Funds (71PF)	$16,167	*$10,257*
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)	$16,167	*$10,257*

OPERATION AND MAINTENANCE OF BUILDINGS

Repairs To Buildings and Building Equipment by Source of Funds

7.31	From Local Public Funds (72PF)	$89,163	*$90,415*
7.32	From Other Funds (72OF)	$0	*$0*
7.33	**Total Repairs to Buildings and Building Equipment** (total questions 7.31 and 7.32)	$89,163	*$90,415*
7.34	Other Building & Maintenance Expenses	$974,844	*$1,019,280*
7.35	**Total Operation and Maintenance of Buildings** (total questions 7.33 and 7.34)	$1,064,007	*$1,109,695*

MISCELLANEOUS EXPENSES

7.36	Total Operation & Maintenance of Bookmobiles and Other Vehicles	$11,029	*$11,801*

Note: WEP charges

7.37	Office and Library Supplies	$0	*$0*

7.38	Equipment	$1,872	*$1,399*
7.39	Telecommunications	$348,340	*$344,780*
7.40	Postage and Freight	$4,921	*$4,641*
7.41	Publicity and Printing	$0	*$0*
7.42	Travel	$10,761	*$8,524*
7.43	Fees for Consultants and Professionals - Please include a Note with the consultants' or vendors' names and a brief description of the service(s) provided.	$484,522	*$465,057*

Note: Ellen Bach - legal services Zoo to You - program The MOST - Overdrive maintenance Computer consulting Syracuse Police security services Trace Security Services UnBEYliable Community Engagement Services, UMS Materials Recovery/Collection Agency services ECK Snowplowing services,

7.44	Membership Dues - Please include a State Note listing Professional Organization Memberships for which dues are being paid.	$3,710	*$3,710*

Note: NYLA PULISDO CLRC

7.45	Does the system have other miscellaneous expenses in categories not listed in questions 7.36 through 7.44? Enter Y for Yes, N for No.	Y	*Y*

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	Interdepart	*Interdepartm*
2.	Amount	$2,046,029	*$1,977,466*

Miscellaneous Cont./Contracts/Debt Service

7.46	Total Other Miscellaneous Expenses (total question #2 of Repeating Group #13)	$2,046,029	*$1,977,466*
7.47	**Total Miscellaneous Expenses** (total questions 7.36 through 7.45 and 7.47)	$2,911,184	*$2,817,378*

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

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

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

1.	Contracting Agency (specify using the State note)	N/A	*N/A*
2.	Contracted Service (specify using the State note)	N/A	*N/A*
3.	Total Contract Amount	N/A	*N/A*
7.49	**Total Contracts** (total question #3 of Repeating Group #14 above)	$0	*$0*

DEBT SERVICE

Capital Purposes Loans (Principal and Interest)

7.50	From Local Public Funds (73PF)	$412,368	*$453,615*
7.51	From Other Funds (73OF)	$0	*$0*
7.52	**Total Capital Purposes Loans** (total questions 7.50 and 7.51)	$412,368	*$453,615*

Transfers

Other Loans

7.53	Other Loans	$0	*$0*
7.54	**Total Debt Service** (total questions 7.52 and 7.53)	$412,368	*$453,615*
7.55	**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, 7.47, 7.49, and 7.54)**	$11,217,011	*$11,982,282*

TRANSFERS

Transfers to the Capital Fund

7.56	From Local Public Funds (76PF)	$976,000	*$50,000*

Note: 950k county matching funds for Petit Community Room State Aid construction project

7.57	From Other Funds (76OF)	$0	*$0*
7.58	**Total Transfers to Capital Fund** (total questions 7.56 and 7.57; same as question 8.2)	$976,000	*$50,000*
7.59	**Total Transfers to Other Funds**	$0	*$0*
7.60	**Total Transfers** (total questions 7.58 and 7.59)	$976,000	*$50,000*
7.61	**TOTAL DISBURSEMENTS AND TRANSFERS** (total questions 7.55 and 7.60)	$12,193,011	*$12,032,282*

Cash Balance/Grand Total/Audit/Bank Balance

7.62	**CLOSING CASH BALANCE at the End of the Current Fiscal Reporting Year (For Public Library Systems - December 31, 2021)**	$3,647,104	*$3,438,090*

7.82	**GRAND TOTAL DISBURSEMENTS, TRANSFERS, & ENDING BALANCE** (total questions 7.61 and 7.62)	$15,840,115	*$15,470,372*

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)	07/23/2021	*2/17/20*
7.84	Time period covered by this audit (mm/dd/yyyy - mm/dd/yyyy)	01/01/2020-12/31/2020	*1/1/2019 - 12/31/2019*
7.85	Indicate type of audit (select one from drop-down):	County	*County*

ACCOUNT INFORMATION
Complete one record for each financial account

1.	Name of bank or financial institution	N/A	*N/A*
2.	Amount of funds on deposit	N/A	*N/A*
7.86	**Total Bank Balance** (total question #2 of Repeating Group #15)	$0	*$0*
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.	Y	*Y*

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 7.58)	$976,000	*$50,000*

STATE AID FOR CAPITAL PROJECTS

8.3	State Aid Received for Construction	$516,218	*$61,480*

Note: petit community room wifi cares act project central lib reno final 10% final white feasibility

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*
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)	$1,492,218	*$111,480*

Note: Most of this amount is for the petit community room construction project. 90% of the state award plus the county matching funds.

8.7	**NONREVENUE RECEIPTS**	$0	*$0*
8.8	**TOTAL RECEIPTS - Total Receipts and Nonrevenue Receipts** (total questions 8.6 and 8.7)	$1,492,218	*$111,480*
8.9	CASH BALANCE - Beginning of Current Fiscal Reporting Year: Public Library Systems - January 1, 2021. (Same as closing cash balance at the end of previous fiscal reporting year: Public Library Systems - December 31, 2020.)	$1,683,660	*$1,683,660*

Note: check this answer

Grand Total

8.10	**TOTAL RECEIPTS AND CASH BALANCE** (total questions 8.8 and 8.9)	$3,175,878	*$1,795,140*

9. Capital Fund Disbursements

Project Expenditures/Cash Balance

PROJECT EXPENDITURES

9.1	Total Construction	$100,662	*$111,480*

Note: wifi cares act beauchamp lot hazard lot (doesn't include county matching funds)

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)	$100,662	*$111,480*
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)	$100,662	*$111,480*
9.9	**CLOSING CASH BALANCE IN CAPITAL FUND at the End of the Current Fiscal Year (December 31, 2021, for Public Library Systems)**	$3,075,216	*$1,683,660*

Grand Total

9.10	**TOTAL DISBURSEMENTS AND CASH BALANCE** (total questions 9.8 and 9.9)	$3,175,878	*$1,795,140*

12. Projected Annual Budget For Library Systems
Public Library Systems Budget for January 1, 2022 - December 31, 2022

PROJECTED OPERATING FUND - RECEIPTS

12.1	**Total Operating Fund Receipts (include Local Aid, State Aid, Federal Aid, Contracts and Miscellaneous Receipts)**	$10,607,178	*$11,625,016*

Note: covid budget cuts

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, 2022 must be the same as the December 31, 2021, closing balance reported on Q7.62 of the 2021 annual report)	$3,647,104	*$3,438,090*
12.5	**Grand Total Operating Fund Receipts, Budget Loans, Transfers and Ending Balance (total questions 12.1 through 12.4)**	$14,254,282	*$15,063,106*

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)**	$10,430,240	*$11,625,016*
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, 2022)	$3,824,042	*$3,438,090*
12.9	**Grand Total Operating Fund Disbursements, Transfers and Ending Balance (total questions 12.6 through 12.8)**	$14,254,282	*$15,063,106*

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)**	$133,719	*$111,480*
12.11	**Nonrevenue Receipts**	$0	*$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, 2022, must be the same as the December 31, 2021, closing balance reported on Q9.9 of the 2021 annual report)	$3,075,216	*$1,683,660*
12.13	**Grand Total Capital Fund Receipts and Balance (total questions 12.10 through 12.12)**	$3,208,935	*$1,795,140*

PROJECTED CAPITAL FUND - DISBURSEMENTS

12.14	**Capital Fund Disbursements (include Project Expenditures, Transfer to Operating Fund and Nonproject Expenditures**	$133,719	*$111,480*
12.15	**Cash Balance in Capital Fund at the end of the current fiscal year** (For Public Library Systems, December 31, 2022)	$3,075,216	*$1,683,660*
12.16	**Grand Total Capital Fund Disbursement, Transfers, and Balance (Sum of questions 12.14 and 12.15)**	$3,208,935	*$1,795,140*

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 LLSA.

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)**	**5**	*3*
13.1.2	**Total Expenditure for Professional Salaries**	**$380,306**	*$215,100*

Note: Executive Director, Systems Director, Coordinator for Member Services, Acquisitions lib, Integrated Tech Lib.

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)**	**8**	*5*
13.1.4	**Total Expenditure for Other Staff Salaries**	**$355,289**	*$155,441*

Note: In late 2021, we were able to fully staff our delivery department.

13.1.5	**Employees Benefits: Indicate the total expenditures for all system employee fringe benefits.**	**$290,012**	*$138,728*
13.1.6	**Purchased Services: Did the system expend funds for purchased services?** **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, 2 and 3 of one repeating group.

1.	**Expenditure Category**	**Telecommunications**	*Telecommunications*
2.	**Provider of Services**	**Verizon**	*Verizon*
3.	**Expenditure**	**$348,341**	*$344,780*
1.	**Expenditure Category**	**Library systems vendor contract for automation (e.g, integrated library system, virtual union catalog)**	
2.	**Provider of Services**	**Innovative**	
3.	**Expenditure**	**$136,070**	
13.1.7	**Total Expenditure - Purchased Services**	**$484,411**	*$344,780*
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**	*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 and 2 of one repeating group.

1.	**Expenditure Category**	**N/A**	*N/A*
2.	**Expenditure**	**N/A**	*N/A*
13.1.9	**Total Expenditure - Supplies and Materials**	**$0**	*$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**	*N/A*
2.	**Expenditure**	**N/A**	*N/A*
13.1.11	**Total Expenditures - Travel**	**$0**	*$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.**		

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.**	**$204,586**	*$124,845*
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**	*N/A*
2.	**Allocation**	**N/A**	*N/A*
3.	**Project Description (no more than 300 words)**		
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)**	**$1,714,604**	*$978,894*
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.**	**$1,806,458**	*$1,533,498*
13.1.19	**Total Allocation from 2021 - 2022 State Aid:**	**$1,251,672**	*$1,251,854*
13.1.20	**Total Available Before Expenditures (total 13.1.18 + 13.1.19)**	**$3,058,130**	*$2,785,352*
13.1.21	**Cash Balance at the End of the Current Fiscal Year (total 13.1.19 + 13.1.18 - 13.1.17)**	**$1,343,526**	*$1,806,458*
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 benefites**	*Response has been entered.*

Central Library Services Aid

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)**	**1**	*1*
13.2.2	**Total Expenditure for Professional Salaries**	**$44,839**	*$51,553*

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)**	**0**	*0*
13.2.4	**Total Expenditures for Other Staff Salaries**		*$0*
13.2.5	**Employee Benefits: Indicate the total expenditures for all system employee benefits (paid from CLSA funds).**	**$22,905**	*$15,466*
13.2.6	**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 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*
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.**	**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**	**Adult non-fiction and foreign language materials - electronic databases**	*Adult non-fiction and foreign language materials - electronic databases*
2.	**Expenditure**	**$63,967**	*$6,979*
1.	**Expenditure Category**	**Adult non-fiction and foreign language library materials - print**	
2.	**Expenditure**	**$1,500**	
13.2.9	**Total Expenditure - Supplies and Materials**	**$65,467**	*$6,979*

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

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

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

13.2.11 Total Expenditures - Travel — $0 — *$0*

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

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

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**	**Central Library**	*N/A*
2.	**Allocation**	**$244,996**	*N/A*
3.	**Project Description (no more than 300 words)**	**CLDA/CBA Funds**	

13.2.15 Total Expenditure - Grants to Central/Co-Central Libraries — $244,996 — *$0*

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) — $378,207 — *$73,998*

13.2.17 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. — $352,479 — *241,072.00*

13.2.17a CBA Cash Balance at the Opening of the Fiscal Year — $47,107 — *$47,107*

13.2.17b CLDA Cash Balance at the Opening of the Fiscal Year — 305,372.00 — *305,372.00*

13.2.18 Total Allocation from 2021 - 2022 State Aid: — $204,158 — *$138,298*

13.2.19 Total Available Before Expenditures (total 13.2.17 + 13.2.18) — $556,637 — *$379,370*

13.2.20 Cash Balance at the end of the Current Fiscal Year (total 13.2.18 + 13.2.17 - 13.2.16) — 178,430.00 — *305,372.00*

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. — **Salary and benefits for literacy coordinator. 3 system databases and reference materials.** — *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

Beginning with 2021 report, Year 3 Adult and Family Literacy allocations and expenses should be included in Coordinated Outreach Services Aid.

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)	1	*1*
13.4.2	Total Expenditure for Professional Salaries	$65,432	*$68,446*

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)		
13.4.4	Total Expenditure for Other Staff Salaries		

13.4.5 **Employee Benefits:** Indicate the total expenditures for all system employee benefits. — $21,977 — *$23,271*

13.4.6 **Purchased Services:** Did the system expend funds for purchased services? 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 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	Commercial electronic content vendor contracts	*N/A*
2.	Provider of Services	Lamar	*N/A*
3.	Expenditure	$4,200	*N/A*

Note: Family Literacy Services Aid: Partnership Billboard campaign with Early Childhood Alliance and Literacy Coalition

1.	Expenditure Category	Commercial electronic content vendor contracts	
2.	Provider of Services	TASC Database	
3.	Expenditure	$2,225	

Note: Family Literacy Services Aid: Partnership Billboard campaign with Early Childhood Alliance and Literacy Coalition

13.4.7	**Total Expenditure - Purchased Services**	$6,425	*$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	

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	*N/A*
2.	Expenditure	$5,555	*N/A*

Note: Family Literacy: Wonderbook collection for participating libraries (9)

1.	Expenditure Category	Other (specify using Note field)	
2.	Expenditure	$700	

Note: Family Literacy: Wonderbook collection for participating libraries (9)

1.	Expenditure Category	Other (specify using Note field)	
2.	Expenditure	$51	

Note: Family Literacy: Wonderbook collection for participating libraries (9)

13.4.9	Total Expenditure - Supplies and Materials	6,306	*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	*N/A*
2.	Expenditure	N/A	*N/A*

13.4.11	**Total Expenditure - Travel**	$0	*$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.	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.	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	Fairmount	*N/A*
2.	Allocation	$425	*N/A*
3.	Description of Project	Family Literacy: Storytime Bags	

1.	Recipient	Manlius	
2.	Allocation	$500	
3.	Description of Project	Family Literacy: Ready to Read early literacy event to attract families with new children to the library.	

1.	Recipient	North Syracuse	
2.	Allocation	$500	
3.	Description of Project	Family Literacy: Library magazine for families written by teens for young children.	

1.	Recipient	East Syracuse	
2.	Allocation	$500	

3.	Description of Project	Family Literacy: Books for Toddle Time Program	
13.4.15	Total Expenditure - Grants to Member Libraries	$1,925	*$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)	$102,065	*$91,717*
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.	$51,231	*$47,138*
13.4.18	**Total Allocation from 2021 - 2022 State Aid:**	$116,989	*$95,810*
13.4.19	Total Available Before Expenditures (total 13.4.17 + 13.4.18)	$168,220	*$142,948*
13.4.20	**Cash Balance at the End of the Current Fiscal Year (total 13.4.18 + 13.4.17 - 13.4.16)**	$66,155	*$51,231*
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 and benefits for Outreach Coordinator. Adult and Family Literacy activities.	*Response has been entered.*

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)		
13.5.2	Total Expenditure for Professional Salaries		

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)		
13.5.4	Total Expenditures for Other Staff Salaries		
13.5.5	**Employee Benefits:** Indicate the total expenditures for all system employee benefits		
13.5.6	**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 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*
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*

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	*Books and other print materials*
2.	Expenditure	$1,268	*$3,178*
13.5.9	**Total Expenditure - Supplies and Materials**	$1,268	*$3,178*
13.5.10	**Total Expenditure (total 13.5.7, and 13.5.9)**	1,268.00	*3,178.00*
13.5.11	**Cash Balance at the Opening of the Fiscal Year:** NOTE: The opening balance must be the same as the closing balance from the previous year.	$16,830	*$13,570*
13.5.12	**Total Allocation from 2021 - 2022 State Aid**	$7,137	*6,438*
13.5.13	Total Available Before Expenditures (total 13.5.11 + 13.5.12)	$23,967	*$20,008*
13.5.14	**Cash Balance at the End of the Current Fiscal Year (total 13.5.12 + 13.5.11 - 13.5.10)**	$22,699	*$16,830*
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.	Books purchased for Justice Center and Hillbrook	*Response has been entered.*

State Correctional Aid

THE FOLLOWING QUESTIONS ARE FOR SYSTEMS WITH STATE CORRECTIONAL FACILITIES ONLY

STATE CORRECTIONAL FACILITIES AID

Statutory Reference: Education Law § 285 (1)
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)

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 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*

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 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	N/A	*N/A*
2.	Expenditure	N/A	*N/A*
13.6.9	**Total Expenditure - Supplies and Materials**	$0	*$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	*N/A*
2.	Expenditure	N/A	*N/A*
13.6.11	**Total Expenditure - Travel**	$0	*$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	*N/A*
2.	Quantity	N/A	*N/A*
3.	Unit Cost	N/A	*N/A*
4.	Expenditure	N/A	*N/A*
13.6.13	**Total Expenditure - Equipment and Furnishings**	0.00	*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	*$0*
13.6.15	**Cash Balance at the Opening of the Fiscal Year:**	$0	*$0*

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

13.6.16	**Total Allocation from 2021 - 2022 State Aid:**		
13.6.17	Total Available Before Expenditures (total 13.6.15 + 13.6.16)	$0	*$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	*$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	N/a	*Response has been entered.*

14. Summary of Library System Accomplishments

System Accomplishments

Using the goals from Section 4 in the approved 2017-2021 System Plan of Service, **BRIEFLY** describe the final results of <u>each element</u> for Year 5 (2021).

14.1   Element 1: Resource Sharing - Results

OCPL continued to provide member libraries system wide collection assessment processes, as well as system-wide stats on collection use. The ILS Review Committee met regularly throughout 2021 via Teams. The Member Council and OCSLD met regularly to discuss best practices during the changing landscape of the pandemic. ILL borrowed items for OCPL patrons from May - December in 2021, through a period when many libraries around the country were not open or lending. The Delivery Advisory Committee was formed to develop best practices and monitor transit times more efficiently.

Response has been entered.

14.2   Element 2: Special Client Groups - Results

Through the Adult Literacy Project, we continued to offer a system-wide GED study LMS and provide training and support for patrons and staff using the product. The project also supported food literacy programs at several of our libraries. Virtual English conversation classes continue successfully and we trained staff at two member libraries to start their own in-person classes. After our local Literacy Volunteer chapter was forced to close due to lack of funds, our staff continued to provide support to the tutors who wanted to continue working with students. We provided support to many area adult education institutions on choosing materials to enhance online learning. Materials were continuously purchased for all jail locations. We hope to resume programming with the jails in 2022 as COVID restrictions are lifted. Through the Family Literacy Library Services Aid funds and following the guidelines of Ready to Read in NYS, member libraries applied for mini-grants to use the funding to reach families with young children. Wonderbook collections were also purchased with these funds. We will be using the remaining funds for the billboard project in spring 2022.

Response has been entered.

14.3   Element 3: Professional Development and Continuing Education - Results

We continued to rework many of our meeting through Zoom and had great attendance. The system renewed Ryan Dowd's Librarian's Guide to Homelessness Training Academy that was available on demand from March 2020-March 2021, then again from November 2021-December 2022. A total of 30 sessions have been viewed by 22410 staff members. Many other organizations were also quick to move into the Zoom climate. The Coordinator for Member Services compiled these trainings weekly throughout the pandemic and shared them with staff. Partnerships with CLRC and OCMBOCES also aided in sharing continuing education opportunities.

Response has been entered.

14.5   Element 5: Consulting and Development Services - Results

OCPL has been continuing to offer board development workshops using the Helping All Trustees Succeed framework. During the pandemic, resources from the NYSL website were shared often with library directors to share with their trustees. In April 2021 we hosted a workshop for all OCPL library trustees with Jerry Nichols to address OCPL specific needs.

Response has been entered.

14.6	Element 6: Coordinated Services - Results	We continued our partnership with OCMBOCES and were able to meet more regularly with our school library counterparts through Zoom. Virtual library cards are still available to all patrons in our service area and hope to continue this indefinitely. We encouraged our member libraries to contribute more to our digital collections	*Response has been entered.*
14.7	Element 7: Awareness and Advocacy - Results	OCPL government relations committee was continued to meet virtually with several local and state legislators to promote library services 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 an opportunity to attend Virtual Advocacy Day in via Zoom. Through focus groups for our new Plan of Service, the Government Relations Committee will be rebranded to include more member participation.	*Response has been entered.*
14.8	Element 8: Communication among Member Libraries and/or Branch Libraries - Results	The COVID-19 pandemic continued to make communications difficult throughout 2021. We continued to utilize Zoom and Teams for meetings, trainings and focus groups for the new Plan of Service. The new Plan of Service will encourage more participation in system-wide committees from our member libraries. We also updated our system Memorandum of Understanding to address the needs of the members.	*Response has been entered.*
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 our members. Member Services has been distributing a biweekly calendar of events to assure our staff members are aware of continuing education opportunities available to them.	*Response has been entered.*
14.10	Element 10: Construction - Results	More and more libraries are taking advantage of the state construction aid. In 2021, we were able to recommend 100% of aid for the FY2021-2024 cycle to 17 projects at 50-75% funding.	*Response has been entered.*

14.11	Element 11: Central Library - Results		Central Library's 2021 goals included reopening the library and bringing staffing levels up post-COVID, improving collection maintenance, and beginning a library audit. In pandemic recovery, by August 2021 service on all floors and regular hours were resumed, we welcomed back furloughed staff, and we were beginning to hire new workers. We improved collection maintenance by encouraging more staff to make recommendations in their areas of interest, and finding new ways to market the collection. Working towards a larger library audit, now that is has been over 5 years since our Central Library renovation, I created a technology map, unveiled a new Preservation Lab, and made a plan to change how we use some of our spaces such as the MakerSpace. I also got the opportunity to create our Central Library Plan of Service, which will serve as the goal setting document for the next few years. We have had some challenging times, starting in 2019 when our system was hacked, shutting down all our systems including internet and phone; in 2020, the COVID-19 pandemic brought a building shutdown and a staffing and budget crisis; and in 2021 we began the ongoing process of recovering, rebuilding our staff, and once again serving our community. It has been a privilege to lead the Central Library through these rocky times, and to now see hope tentatively returning to our everyday lives. Central staff have been called on to support the entire system, and seeing their hard work and dedication inspires me to keep working toward our next chapter.	*Response has been entered.*
14.12	Element 12: Direct Access - Results		All libraries continue to work together with one card, 32 libraries. We were finally able to add another position to our delivery team. We hope to be back to full staff by early 2022. We spent much of 2021 evaluating our delivery services and creating a Delivery Advisory Committee.	*Response has been entered.*
14.13	Element 13: Other Goal(s) - Results		N/a	*Response has been entered.*

15. Current system URL's

15.1	System Home Page URL		www.onlib.org	*www.onlib.org*
15.2	URL of Current List of Members		http://www.onlib.org/locations	*http://www.onlib.org/locations*
15.3	URL of Current Governing Bylaws		https://www.onlib.org/sites/default/files/BYLAWSrev2013-2.pdf	*https://www.onlib.org/sites/default/files/BYLAWSrev2013-2.pdf*
15.4	URL of Evaluation Form		https://www.onlib.org/learn/about-ocpl/reports	*https://www.onlib.org/sites/default/files/2019%20System%...*
15.5	URL of Evaluation Results		https://www.onlib.org/learn/about-ocpl/reports	*https://www.onlib.org/sites/default/files/2019_System_Serv...*
15.6	URL of Central Library Plan		https://www.onlib.org/learn/about-ocpl/reports	*https://www.onlib.org/sites/default/files/CentralLibrary%2...*
15.7	URL of Direct Access Plan		https://www.onlib.org/learn/about-ocpl/reports	*https://www.onlib.org/sites/default/files/2016%20OCPL%2...*

16. Assurance and Contact Information

CONTACT INFORMATION

16.1	Contact name (person completing report)		Amanda Schiavulli/Mark Carter	*Amanda Schiavulli/Mark Carter*
16.2	Contact telephone number (enter 10 digits only and hit the Tab key)		(315) 435-1825	*(315) 435-1825*
16.3	Contact e-mail address		aschiavulli@onlib.org	*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) | | 5/18/2022 | *05/19/2021* |

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 -   *8/12/2021*
mm/dd/yyyy).

Suggested Improvements

Library System   Onondaga County Public   *Onondaga*
                                                                                    Library   *County Public*
                                                                                                                   Library

Name of Person Completing Form   ,   *Amanda*
                                                                                                                   Schiavull/Mark
                                                                                                                   Carter

Phone Number and Extension (enter area code, telephone number and extension only): ,   *315-435-1900*

        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!