

Onondaga County Public Library Annual Report for Library Systems - 2015 (Public Library Systems 2015)

**State Notes
Local Notes**

1. General System Information

- 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
- 1.49 **State Note:** The Central Library has been under construction for a large part of 2015. Many of the books had to be stored offsite where they were unable to circulate. The library did not close at all during renovations.

2. Personnel Information

- 2.14 **State Note:** Total Certified Librarians - Filled Position(s) FTE (total questions 2.4 + 2.6 + 2.8 + 2.10 + 2.12) There were several retirements and positions were not filled in 2015.
- 2.20 **State Note:** Total Paid Staff - Filled Position(s) FTE (total questions 2.14 + 2.16 + 2.18) Onondaga County took over three library departments; personnel, business office, and maintenance. They are no longer on the library payroll. There were a lot of retirements in 2015 and positions were not filled.

3. System Membership, Outlets and Governance

No Notes

4. Public Library System Transactions and Collections

- 4.2 Total system circulation **State Note:** 2014 circulation total should be 988,893.
- 4.6 Total Print Serial Holdings **State Note:** OCPL purchased Overdrive E-serials so weeded print serials.
- 4.9 Total Electronic Holdings **State Note:** 2014 electronic holdings number should be 56,873. The current number 89,525 includes the member libraries.

5. System Services

- 5.4 How many member libraries fully participate in the ILS? **State Note:** We worked with all our members to get them trained in Polaris
- 5.6 How many member libraries participate in some ILS modules? **State Note:** All our libraries fully participate in our ILS.
- b. ILS software permits patron-initiated ILL **State Note:** Polaris permits patron-initiated ILL but we haven't turned it on. It will be up in 2016.
- 5.13 How many libraries participate in (or submit records for) the union catalog? **State Note:** Reported wrong in the past. All of our libraries participate.
- 5.15 Number of titles in the system's union catalog **State Note:** This was reported incorrectly last year
- 5.17 Number of new titles added in the last year **State Note:** This was reported incorrectly last year
- 5.34 Total requests provided (loaned) unfilled **State Note:** Due to the renovation we needed to store several collections offsite which made them unholdable.
- 5.39 Number of stops (pick-up and delivery sites per week) **Local Note:** This counts the libraries, BOCES and SCSD.

6. Operating Funds Receipts

6.3 All Other Local Public Funds **Local Note:** City abstract

7. Operating Fund Disbursements

7.23 Other Vehicles **State Note:** OCPL purchased two new vans for delivery

7.36 Total Operation & Maintenance of Bookmobiles and Other Vehicles **State Note:** County Facilities Department took over majority of labor costs for maintenance of vehicles, reducing our expenses to parts and materials in 2015.

7.37 Office and Library Supplies **State Note:** OCPL depleted its stockroom supply rather than replenish its supply room. This decision was the result of a change in staffing and workflows.

7.38 Telecommunications **State Note:** 4th quarter of 2015 fibertech bill paid in 2016. Also, in 2014 we included a software maintenance expense of \$88,966 in this line that we did not include in 2015, thus creating further discrepancy.

7.39 Binding Expenses **State Note:** We did not use any funds to purchase binding materials. Instead we used materials available in stockroom.

7.43 Fees for Consultants and Professionals - Please include a State Note with the consultants' or vendors' names and a brief description of the service(s) provided. **State Note:** -Catholic Charities of the Roman Catholic Church: Social workers at branch libraries -City of Syracuse Police: Police detail at local branches -IV4: Technology and network consulting -M A Polce Consulting: Technology and network consulting -Paul Antonio: SRP program performer -Paul J Cowley and Associates: Website development -Presentation Concepts Corp: A/V installation -Rick Turk Tree Service: Tree removal and snow removal -Syracuse School of Dance: program performer -Unified Services: Window washing -Unique Management Services: Collection agency services for retrieving overdue fines - Friends of the Rosamond Gifford Zoo:

Summer Reading performances -3m
Company: Ebook services -Allegretto
Funding Group: Management consulting
services -JPMorgan Chase: Financial
Services -Museum of Science and
Technology: Summer reading
performance -Jonathan Waite: Tree
removal

7.44 Membership Dues -
Please include a
State Note listing
Professional
Organization
Memberships for
which dues are
being paid

State Note: Central Library Resources Council, The
Foundation Center, Pulisdo

8. Capital Fund Receipts

8.9 CASH BALANCE –
Beginning of Current
Fiscal Reporting
Year: Public Library
Systems – January
1, 2015; 3Rs – July
1, 2015. (Same as
closing cash balance
at the end of
previous fiscal
reporting year:
Public Library
Systems –
December 31, 2014;
3Rs – June 30,
2015)

State Note: It should be \$2,226,062 but grayed out so
can't change it.

8.10 **TOTAL RECEIPTS
AND CASH
BALANCE** (total
questions 8.8 and
8.9)

State Note: It should be \$6,713,733 but cash balance
is wrong.

9. Capital Fund Disbursements

No Notes

12. Projected Annual Budget For Library Systems

No Notes

13. State Formula Aid Disbursements

- | | | | |
|--------|---|--------------------|---|
| 13.1.1 | Total Full-Time
Equivalents (FTE) | State Note: | The County has consolidated several
department: business office, personnel
and facilities taking those positions off our
roster. Also we had several retirements
and the positions were not filled in 2015. |
| 13.1.4 | Total Expenditure for
Other Staff Salaries | State Note: | We have had a large increase in hiring
paraprofessionals. |

14. Summary of Library System Accomplishments

No Notes

15. Current system URL's

No Notes

16. Assurance and Contact Information

No Notes

Suggested Improvements

No Notes